



UNFPA, the United Nations Population Fund, is an international development agency working to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.

National/International Consultant

UNFPA Office in Lao PDR is looking for a **consultant to support Vientiane Youth Center (VYC) to develop a 5 year Strategic Plan.**

Duration of the work: **From May to June 2016**
Place of work: **UNFPA CO in Vientiane Lao PDR**

This specific consultancy assignment will focus on:

1. Familiarization with the history, vision and mission, and recent work of VYC including meetings with relevant staff/ LWU members as well as review of the previous strategic plan of VYC, the global strategy (if any) for working with young people and other relevant materials (e.g. annual work plan, project reports, evaluation reports). Vetting of draft strategic plan and data already collected.
2. Meeting/collecting information from key stakeholders, including young people who currently. Documentation of experiences and expectations of young people attending peer programme, outreach, radio programme, mobile clinic and etc as part of the assignment.
3. Facilitation of assessment of organizational capacity, and of strengths/ weaknesses/ opportunities and threats with VYC staff
4. Identifying gaps and suggesting a strategy to fill the gaps.
5. Reviewing the organizational processes and decision making structure to recommend required changes to improve effectiveness
6. Vetting of key strategic objectives, operational approaches, high-level indicators for success and monitoring framework;
7. Development and consultation of a draft 5-year Strategic Plan
8. Finalize VYC Strategic plan, work plan 2017-2021 based on feedback and consultation workshop.

Qualifications and Experience:

- Minimum of 5-10 years of experience in strategic planning; experience in organizational and change management an advantage
- Good knowledge of the country context and political environment
- Advanced degree in ASRH, legal/policy development studies or other relevant area
- Good understanding of international instruments related to adolescent and young people and development such as ICPD.
- Significant experience policy review and comparative analysis
- Significant experience in working in development settings and multicultural environments
- Specific experience in the development of participatory and evidence based approaches to policy development
- Experience in working with adolescent and young people.
- Excellent written, oral communication and facilitation skills

All interested applicants should submit the following:

A cover letter, CV in English with Personal History Form (P11 Form) (providing details of the required experience enumerated above), listing three references and consultancy rates quoted in US Dollars.

Applications should be sent to UNFPA Office, Phonesavanh Tai, P.O. Box 345, Vientiane (Tel: 856 21 315547, 353048-50) or email to: laos.office@unfpa.org indicating “**Application for a consultant to support Vientiane Youth Center (VYC) to develop a 5 year Strategic Plan**”. To obtain full Terms of Reference or P11 form, please contact UNFPA office or download from <http://lao.unfpa.org>

DEADLINE FOR APPLICATION: 18 April 2016

We will only consider applications with complete P11 attached. UNFPA will only be able to respond to those applicants in whom UNFPA has a further interest. UNFPA reserves the right to appoint prior to the closing date. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status. Notice: There is no application, processing or other fee at any stage of the application process.