

Terms of Reference for International Consultant for finalizing a tool for peer educators for raising awareness on mental health and well-being among adolescents and young people

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA CO in Lao PDR
Purpose of consultancy:	<p>Having over half of the population below the age of 25 years and with over 1.4 million adolescent boys and girls (10-19 years) Lao PDR is favourably positioned for benefiting from a potential demographic dividend. However, adolescents and young people face diverse challenges including school drop outs, early marriage, early pregnancy, mental health and wellbeing issues among others. The COVID-19 pandemic has increased the risks of young people related to mental health and well-being such as anxiety, stress and depression due to lockdowns, school closure and economic impact of the pandemic.</p> <p>The United Nations Population Fund (UNFPA) along with partners' Lao Youth Union, Lao Women's Union and Vientiane Youth Centre started telephone helplines to provide mental health and psychosocial support to adolescents and young people as a response to COVID-19. UNFPA also worked with National University of Laos to develop a curriculum for MHPSS counsellors and the counsellors from the above three partners were trained. The trained counsellors are providing MHPSS service to adolescents and young people through telephone helplines and outreach activities.</p> <p>There is still limited availability of tools and supporting materials on mental health and well-being of adolescents and young people that can be used by peer educators and youth volunteers for raising awareness on mental health and wellbeing among adolescents and young people. The partners requested to develop Lao context specific supporting materials on mental health and well-being of adolescents and young people that can be used by peer educators and youth volunteers. In response to this request, a draft tool for peer educators on mental health and well-being of adolescents and young people has been developed through a consultative process.</p> <p>We aim to hire services an individual international consultant to finalize the draft tool for peer educators on mental health and well-being of adolescents and young people for raising awareness on mental health and wellbeing of adolescents and young people.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>UNFPA will hire an international consultant who will work closely with UNFPA Youth team and technical teams of the Lao Youth Union, Vientiane Youth Center and National University of Laos to perform the following tasks:</p> <ol style="list-style-type: none"> 1. Review the draft tool for peer educators on mental health and well-being of adolescents and young people. 2. Revise the draft tool with high quality, Lao context and culturally appropriate technical contents in easy to understand language 3. Present the revised draft tool to UNFPA, LYU, LWU, NUOL, VYC and other stakeholders for review and receive feedback. 4. Revise the tool with feedback and field-test it with adolescents and young people with on-the-ground support from the UNFPA, LYU, VYC and NUOL. 5. Finalize the tool for peer educators on mental health and well-being of adolescents and young people. 6. Submit the final tool in hard and soft copies to UNFPA.

	7. Provide orientation to technical staff of LYU, LWU, NUOL, VYC, UNFPA on the use of the tool.
Duration and working schedule:	<p>This consultancy will be for a total period of 10 days during a period of 2 months from the signing of the consultancy agreement. The consultant will work from home and will also work online with UNFPA, LYU, VYC and National University of Laos as needed as per the following schedule:</p> <ul style="list-style-type: none"> - Review of existing draft tool- 1 day - Prepare a structure for the revised tool - 1 day - Prepare the revised draft of the tool – 3 days - Present the revised tool to technical teams of UNFPA, LYU, VYC, NUOL and receive feedback- 1 day - Revise the tool with the feedback – 1 day - Field test with adolescents and young people virtually with on-the ground support from the LYU, NUOL and UNFPA – 1 day - Finalize the tool with the feedback from the field test with adolescents and young people- 1 day - Orient technical teams of LYU, NUOL, VYC and UNFPA on the use of the tool- 1 day
Place where services are to be delivered:	This assignment is home based with online work and the deliverables will be submitted to UNFPA Lao Country Office.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant will review, revise, field test and finalize the draft tool for peer educators on mental health and well-being of adolescents and young people as per the above deliverables.</p> <p>The deliverables will be submitted in hard copy and electronic form. Exact dates of delivery will be decided in discussion with the selected candidate.</p>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Performing the above mentioned activities, the consultant will be responsible for the delivery of the following outputs:</p> <ul style="list-style-type: none"> ● Completion of tasks specified in ToR; ● Compliance with the established deadlines for submission of deliverables; ● Quality of work performed as expected by UNFPA, LYU and NUOL;
Supervisory arrangements:	The consultant will work closely with the National Programme Officer of UNFPA CO in Laos and technical teams of the LYU and NUOL with supervision from Programme Specialist ASRH, UNFPA.
Expected travel:	This assignment is home-based and no travel is anticipated. The consultant will need to work from home and online.
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> ● A master's degree in Psychology, Psychiatry, public health/medicine, social sciences or any other relevant area. ● At least 7 years of experience of working on mental health and wellbeing preferably on designing tools, manual and materials on mental health and wellbeing with focus on adolescents and young people. ● Familiarity with the issues of mental health and wellbeing of adolescents and young people in Lao PDR or South/ South-East Asia.

	<ul style="list-style-type: none"> ● Having an experience of working with UN agencies, particularly UNFPA, is an asset ● Advanced English writing and communication skills required.
<p>Inputs / services to be provided by UNFPA or implementing partner, if applicable:</p>	<p>UNFPA will facilitate the communication between the consultant and the LYU and NUOL and will provide the needful guidance and support. UNFPA, LYU, VYC and NUOL will also provide on the ground support for the field testing of the revised draft of the tool.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>The budget for this assignment will be charged under COA: Project ID: LAO07201, Activity: 2UAYADVNOI, Fund Code: FPA90</p> <ol style="list-style-type: none"> 1. The consultant will be paid UD\$ 4,248.30 for this assignment. 2. The payment will be made to the consultant as per the following schedule based on submission of the deliverables and to the satisfaction of the UNFPA team. <ul style="list-style-type: none"> - Review existing draft of the tool, prepare and submit the draft structure of the revised tool (30%) - Submit the final tool for peer educators on mental health and well-being of adolescents and young people and orient the technical staff of LYU, LWU, NUOL and VYC- (70%) 3. Invoice request for payment is needed prior to the payment process.