

TERMS OF REFERENCE FOR INTERNATIONAL INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	United Nation Population Fund (UNFPA)
Purpose of consultancy:	To conduct assessment of out of school CSE intervention and develop roadmap for advocacy/ outreach strategy for out of school young people in Laos.
Background:	<p>Lao People's Democratic Republic (Lao PDR) is a mountainous, landlocked, sparsely populated country in the heart of South-East Asia. Over half of the population is below the age of 25 years and with over 1.4 million adolescent boys and girls (10-19 years). Lao PDR is well positioned to benefit from the demographic dividend if these young people are educated, empowered and employed decently. However, adolescents and young people face various challenges, such as a high adolescent birth rate (83 births/1000 adolescent girls aged 15-19 years), high rates of early marriage (23.5%) and high school dropout (41.8% of girls and 34.8% of boys aged 15-17 years are out of school). (lao Statistics Bureau, 2018) Child marriage is a prevailing concern in the Lao PDR, ranking the highest in the region. Examination of nationally representative data from Lao PDR has disclosed that among women aged 20–24 who became mothers prior to turning 18, approximately two-thirds experienced conception within the context of a marital union. Along with social-economic growth and modernization, young people of poor communities are particularly at risk of migration in search of better economic opportunities in urban areas. They will face challenges in term of reproductive health, family planning, GBV, HIV/AIDS and other sexually transmitted infections, possibility to enter into trafficking, due to the inadequate of the available information and services. In addition, vulnerable young people, such as young LGBTQIA+ groups, young people who inject drugs, young people living with HIV, young people living with physical or intellectual disabilities and ethnic minorities/indigenous young people are still left behind in terms of CSE access.</p> <p>According to ICPD commitments by the Lao Government at the Nairobi summit to fully integrate CSE into educational curriculum nationwide by 2030. CSE is also reflected in the 9th Education Sector Development Plan (2021-2025) and national youth strategy.</p> <p>United National Population Fund (UNFPA) is implementing Noi-ecosystem approach of programming in collaboration with the government of Laos, especially the Ministry of Education and Sports (MoES) to provide information on sexual reproductive health and rights for adolescents and young people in schools and out of school settings. Comprehensive Sexuality Education (CSE) is a rights-based and gender-focused approach to sexuality education. CSE has been fully integrated into the primary and partially integrated in secondary, non-formal education, teacher training curricula, and CSE is delivered as stand-alone course in TVET. On other hand, out of school CSE curriculum for adolescents and young people is developed and delivered as outreach sessions and using social media platforms by peer educators for the key population target groups such as migrants, LGBTQIQ+ and sex workers (male and female) around the new Laos-China railway line in Vientiane Capital and Luangprabang provinces linkage will be developed with other initiatives such as youth friendly sexual and reproductive health services, MHPSS helplines and Noi Yakhoo Application. It is envisioned that an out of school CSE programme to document key achievements, challenges, lessons learnt and way forward as best practices and</p>

	<p>establish a roadmap along with a comprehensive advocacy/outreach communications strategy. This will aid the policy makers, development partners and provincial youth and education departments in taking evidence-based decisions, to scale up out of school CSE for vulnerable young people who are at hard-reached areas. The results of assessment and the roadmap will also further include comprehensive guidelines on how to strength and duplicate/expand the out of school CSE programme programme delivery based on actual needs of out of school vulnerable young people. The best practices/roadmap will be an evidence-based for advocacy and policy dialogue including national conference related to CSE.</p> <p>With this background, the purpose of this consultancy is to hire qualified international consultant to develop a comprehensive out of school CSE package based on the context of Laos.</p> <p>The objective of the consultancy is to:</p> <ol style="list-style-type: none"> 1.) Develop the out of school CSE roadmap based on key findings of evaluation, desk review, consultation with relevant stakeholders, and etc. Annexure on rapid evaluation out of school CSE program in Laos. 2.) Development of OOS CSE advocacy and outreach strategy <p>The international consultant will be supported by a national consultant, who will be managing consultation with key stakeholders in Laos and providing the local context.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<ol style="list-style-type: none"> 1. Map out the outreach strategy and current intervention on CSE related for out of school young people to identify overlapping and gaps. 2. Assess specific on going out of school CSE programme of UNFPA by reviewing out of school CSE manual’s curriculum, peer educator training package and other IEC materials developed by UNFPA. 3. Report the results of assessment as well as document best practices for out of school CSE implementation and develop a roadmap for out of school CSE to inform strategy for further advocacy, programme strengthening and programme delivery to maximise reach to the most vulnerable young people and key populations. 4. Work in close coordination with the local national consultant to develop evaluation plans and methodologies as well as virtually engage meetings/interviews where possible with key stakeholders including policy makers, government officials, CSOs, youth led organisations and out of school young people. 5. Present evaluation report findings including showcase of best practices and roadmap and communications/ outreach strategy for out of school CSE on a distant basis at the validation workshop, supported by the local consultant. 6. Incorporate inputs received from validation workshops in the assessment report/roadmap and strategy. 7. Produce the final version of the best practices and roadmap and advocacy/ outreach strategy.
<p>Duration and working schedule:</p>	<p>Consultation is for the tenure of 30 days, spread over the period of 2 months (October 18 – December 17 2023)</p>

Place where services are to be delivered:	Consultation is primarily envisioned to be home based with regular virtual meetings taking place with the UNFPA Country Office relevant staff members and partners of UNFPA. Consultant is required to remain available online and via phone during the tenure of the consultancy.																																
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant will submit deliverables as follows:</p> <table border="1" data-bbox="571 465 1522 1576"> <thead> <tr> <th data-bbox="571 465 689 528">S.No</th> <th data-bbox="689 465 1203 528">Deliverables</th> <th data-bbox="1203 465 1522 528">Timeline</th> </tr> </thead> <tbody> <tr> <td data-bbox="571 528 689 739">1</td> <td data-bbox="689 528 1203 739">Inception report (explaining the methodology, timeline, sample size, etc) for assessment including structure, plan and timeline for development of roadmap</td> <td data-bbox="1203 528 1522 739">October 20, 2023</td> </tr> <tr> <td data-bbox="571 739 689 909">2</td> <td data-bbox="689 739 1203 909">Desk review (capturing the best practices around the globe, review of existing achievements, lessons learned, situation analysis of AY-OOS CSE)</td> <td data-bbox="1203 739 1522 909">November 20, 2023</td> </tr> <tr> <td data-bbox="571 909 689 1079">3</td> <td data-bbox="689 909 1203 1079">Inputs/ comments on the findings/ recommendation from the consultations reported by the national consultant</td> <td data-bbox="1203 909 1522 1079">November 24, 2023</td> </tr> <tr> <td data-bbox="571 1079 689 1218">4</td> <td data-bbox="689 1079 1203 1218">Draft OOS CSE roadmap (assessment as annexure of existing programme), advocacy and outreach strategy.</td> <td data-bbox="1203 1079 1522 1218">December 5, 2023</td> </tr> <tr> <td data-bbox="571 1218 689 1294">5</td> <td data-bbox="689 1218 1203 1294">Validation workshop of OOS CSE</td> <td data-bbox="1203 1218 1522 1294">December 7, 2023</td> </tr> <tr> <td data-bbox="571 1294 689 1576">6</td> <td data-bbox="689 1294 1203 1576">Final version of OOS CSE roadmap (assessment as annexure of existing programme), advocacy and outreach strategy - incorporating UNFPA comments and inputs received at the validation workshop</td> <td data-bbox="1203 1294 1522 1576">December 10, 2023</td> </tr> </tbody> </table> <p data-bbox="571 1621 1474 1653">All the documents should be submitted in electronic version and in English.</p> <p data-bbox="571 1711 807 1742">Payment Schedule:</p> <table border="1" data-bbox="571 1787 1544 2020"> <thead> <tr> <th data-bbox="571 1787 689 1850">Activity No.</th> <th data-bbox="689 1787 1257 1850">Deliverables</th> <th data-bbox="1257 1787 1423 1850">Timeline</th> <th data-bbox="1423 1787 1544 1850">Payment Schedule</th> </tr> </thead> <tbody> <tr> <td data-bbox="571 1850 689 2020">1</td> <td data-bbox="689 1850 1257 2020">Inception report (explaining the methodology, timeline, sample size, etc) for assessment including structure, plan and timeline for development of roadmap</td> <td data-bbox="1257 1850 1423 2020">October 20, 2023</td> <td data-bbox="1423 1850 1544 2020">50%</td> </tr> </tbody> </table>				S.No	Deliverables	Timeline	1	Inception report (explaining the methodology, timeline, sample size, etc) for assessment including structure, plan and timeline for development of roadmap	October 20, 2023	2	Desk review (capturing the best practices around the globe, review of existing achievements, lessons learned, situation analysis of AY-OOS CSE)	November 20, 2023	3	Inputs/ comments on the findings/ recommendation from the consultations reported by the national consultant	November 24, 2023	4	Draft OOS CSE roadmap (assessment as annexure of existing programme), advocacy and outreach strategy.	December 5, 2023	5	Validation workshop of OOS CSE	December 7, 2023	6	Final version of OOS CSE roadmap (assessment as annexure of existing programme), advocacy and outreach strategy - incorporating UNFPA comments and inputs received at the validation workshop	December 10, 2023	Activity No.	Deliverables	Timeline	Payment Schedule	1	Inception report (explaining the methodology, timeline, sample size, etc) for assessment including structure, plan and timeline for development of roadmap	October 20, 2023	50%
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	<p><i>Note: Payment of the assignment is deliverable based and is subject to satisfactory quality deliverables.</i></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; - Demonstration of high standards of work with UNFPA and counterparts' satisfaction - Milestones and timelines for the assignment will be agreed upon at the beginning of the contract, UNFPA AY-Programme team will conduct periodic follow up to ensure quality and timely deliverables as well as timely mitigation of any unexpected obstacles. 			
Supervisory arrangements:	The consultant will work closely with the CSE Programme Analyst of UNFPA, with overall oversight role of AY - Programme Specialist			
Expected travel:	Assignment is Home-based and does not require travel; however, good stable internet connectivity is required for virtual meetings with UNFPA and the national consultant.			
Required expertise, qualifications and	<ul style="list-style-type: none"> - University degree in epidemiology, public health/medicine/Sexual Reproductive Health and Rights (SRHR), social sciences or any other relevant area required. 			

<p>competencies, including language requirements</p>	<ul style="list-style-type: none"> - At least seven years of work experience in comprehensive sexuality education, with particular emphasis on programme evaluation, curriculum development and advocacy/outreach initiatives. - Significant country/regional experience and technical competency in the areas of education, policy and programmes focusing on out of school young people. - Familiarity with the CSE and technical competency in the areas of education, policy and programmes focusing on out of school young people is preferable. - Publications on CSE or areas of adolescents and youth development are preferred. - Prior country and regional experience in development of strategic plans in the informal education sector is preferred. - Advanced Lao and English writing and communication skills required.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>The consultant will be expected to have his/her own computer and other equipment needed for this assignment.</p> <p>The consultant is required to stay connected with the relevant UNFPA staff member during the course of the assignment.</p>