

## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE	
Hiring Office:	UNFPA ASRO
<i>Purpose of consultancy:</i>	<p><b>Background:</b></p> <p>The Arab region is characterized by the largest youth cohort it has ever seen with young people between the ages of 15–29 making up around 30 percent of the population. Youth in the Arab Region are facing enormous challenges including the lack of adequate and decent work opportunities as well as the highest worldwide and the fastest growing youth unemployment rate; weak and disempowered public participation; inadequate quality of health and education services including access to and quality of young people friendly health services and life skills; in addition to the compounding significant impact of conflicts, terrorism, instability and with all forms of migration. Nevertheless, young people constitute an unprecedented opportunity for their countries and regions. There are huge potential benefits if adequate investment is made in the Region’s Demographic Dividend (DD). As such, the region will thrive when young people are empowered to make informed choices about their lives –including their sexual and reproductive health and rights- and are significantly engaged as main agents of positive change to achieving sustainable development along with promoting peace, security and prosperity for their countries.</p> <p>In this connection, <b>the Youth Forum in the Arab Region</b> was established in 2018 as “The Youth Space” in the Arab region with the overall goal of setting and advancing the youth agenda and promoting youth, peace and development in Arab states. As part of the Youth forum’s organizational and institutional model as well as its regional youth-led flagship projects, UNFPA ASRO and its partners are supporting increased investment in building innovative platforms and tools for adolescents and youth that particularly aim to promote their active engagement and positive participation in sustainable development of their communities and countries::</p> <ul style="list-style-type: none"> <li>- MINASATI (My Platform), a Regional Youth-Led Platform that brings youth together to join efforts and find ways and opportunities to strengthen youth development in the Arab region. MINASATY will serve as the backbone of future Youth Forums in the Arab Region, that it becomes a place where youth can convene digitally, share ideas, and work collectively to further the youth agenda in relation to knowledge, programming and policies.</li> <li>- “SHABAB IT”, a digital solution for Youth-friendly Services designed to capture and meet youth knowledge, information, educational and health needs. Their aim was to create an instrument or tool that would enable youth to gauge local implementation of programmes and services using physical and digital means.</li> </ul> <p>The purpose of this consultancy is to provide support to ASRO-led Youth Forum’s Platform, Digital Tool and other activities. It is in line with the global UNFPA strategy for adolescents and youth titled "My Body, My Life, My World!" which focuses on the realization of the rights and choices of all adolescents and youth. It is also in line with the Nairobi ICPD@25 Summit stating that Empowering the world’s 1.8 billion young people and unleashing their full potential to contribute to economic and social progress will be instrumental for bringing the vision and the promise of the ICPD Programme of Action and of the 2030 Agenda for Sustainable Development to life. Nairobi Summit also stated “meaningful youth engagement and leadership to maximize everyone’s potential, and lead to prosperity and peace. It further called for Innovation, technology, creativity, data and voice will amplify results and scale up progress to meet the promise of Cairo.</p>

<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>UNFPA ASRO is looking for a consultant to:</p> <ol style="list-style-type: none"> <li>1. Contribute to the creation and formatting of the content, launching and supporting the MINASATY Platform and SHABAB IT Digital Tool with the different Youth Forum Task Forces and Partners.</li> <li>2. Create content on youth related issues in the Arab region to be used by ASRO and promoted on ASRO's website as well as social media platforms. This will include facilitating content creation with the country office, other ASRO units and the Youth Forum's task forces and other partners.</li> <li>3. Provide support to at least 3 Youth Forum's high-level events planned in 2021 (Youth Charter, Launching of Platforms and Youth and COVID-19) including individual and final unified 2021 Youth Forum report.</li> <li>4. Share monthly progress reports on Forum's activities conducted by the different task forces.</li> <li>5. Propose and support creative solutions to promote youth engagement and utilization of developed platform, tools and activities</li> <li>6. Provide support to effective and efficient work of the regional youth task forces including reflecting their work on the different platforms</li> </ol>								
Duration and working schedule:	<b>6 months (1 July 2021- 30 December 2021)</b>								
Place where services are to be delivered:	Work from home + participation in Youth Forum's events (mostly online with possible physical participation particularly should the COVID-19 situation permits it).								
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>All deliverables will be shared in both Arabic and English in electronic format (MS word). The consultant is expected to submit the deliverables based on the following timeline:</p> <table border="1"> <thead> <tr> <th>Deliverable</th><th>Delivery date</th></tr> </thead> <tbody> <tr> <td>1. Revised and formatted content for the SHABAB IT Digital Tool is shared and posted.</td><td>15 July 2021 (and then monthly updated until 31 December 2021)</td></tr> <tr> <td>2. Revised and formatted content for the MINASATY Platform is shared and posted.</td><td>15 August 2021 (and then monthly updated until 31 December 2021)</td></tr> <tr> <td>3. Youth Forum Task Forces and activities are supported including organization and documentation.</td><td>31 July 2021 (for the Youth Charter); 30 September 2021 (Launch of Platforms); 16 December 2021 (COVID-19 and Youth) 23 December 2021 (Final report).</td></tr> </tbody> </table>	Deliverable	Delivery date	1. Revised and formatted content for the SHABAB IT Digital Tool is shared and posted.	15 July 2021 (and then monthly updated until 31 December 2021)	2. Revised and formatted content for the MINASATY Platform is shared and posted.	15 August 2021 (and then monthly updated until 31 December 2021)	3. Youth Forum Task Forces and activities are supported including organization and documentation.	31 July 2021 (for the Youth Charter); 30 September 2021 (Launch of Platforms); 16 December 2021 (COVID-19 and Youth) 23 December 2021 (Final report).
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Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> <li>- Monthly internal progress reports</li> <li>- 3 Youth Forum Individual Events' Report: 31 July 2021 (for the Youth Charter); 30 September 2021 (Launch of Platforms); 16 December 2021 (COVID-19 and Youth)</li> <li>- Final 2021 Youth Forum Report: 23 December 2021</li> </ul>								
Supervisory arrangements:	The consultant will be working under the supervision of ASRO's Regional Youth Advisor and in close collaboration with the other colleagues in the Youth Team, other ASRO Units, Regional Youth Taskforces and Partners.								
Expected travel:	N/A								
Required expertise,	<ul style="list-style-type: none"> <li>• Post graduate degree in communication, social studies, development or other related relevant fields from an accredited institution.</li> </ul>								

qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> <li>• A minimum of 10 years of combined regional and international proven relevant experience in content creation with at least part of which in the development field</li> <li>• Excellent technical writing skills</li> <li>• Fluency in Arabic and English is a requirement (reading and writing).</li> <li>• Familiarity with the mandate and work of the UN and particularly UNFPA in the Arab region is a definite asset.</li> </ul>
Inputs/services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:	N/A
Activity Work Plan and CoA	<p>This activity is part of youth and HIV unit AWP 2021.\ aiming at promoting the youth platform MINASSATI and Digital tool Shabab IT.</p> <p>UBRAFARB/YOUTHPLATF/UQA71/PU0074/B1800, (30%)</p> <p>RARB8YPS/ 3FPBF/PU0074/B1800/ YOUTHFORUMFLAG/(50%)</p> <p>ZZJ29/UCJ18/PU0074/B1800/ YOUTHFORUMFLAG (20%)</p>
Other relevant information or special conditions, if any:	N/A

Signature of Requesting Officer in Hiring Office:

Name: Chokri Benyahia

Title: ...Regional Specialist, Youth and PD, ASRO.....

Date: 09/06/2021.....

Reviewed and cleared by:

Name: Samir Anouti.....

Title: Regional Youth Advisor.....

Date: 09/06/2021 .....

Approved by:

Name: Karina Nersesyan.....

Title: Deputy Regional Director.....

Date: 09/06/2021 .....