

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Timor-Leste
Purpose of activity:	National Consultant to revise boys and girls facilitation manual and deliver ToT to the selected participants
Background	<p>Across the world, an estimated 246 million boys and girls experience school violence every year (UNESCO, 2017). A study of 19 low and middle-income countries found that, while 34% of students aged 11–13 had been bullied in the past twelve months, 8% had been bullied every day (Fleming & Jacobsen, 2010).</p> <p>Timor-Leste has a large share of population of adolescents and young adults who can provide an important resource for economic growth. As of 2015, there were 244 thousand in the 15–24-year-old age group, about one-fifth of the total population (GDS, 2016a). The 10–24-year-old age group, with 400 thousand, accounted for one third of the population. The size and share, productivity, and labor force participation of this young population all have important implications for the nation's current and future economy.</p> <p>The economic contribution of young people depends both on their rate of employment and their productivity, measured in terms of the aforementioned labor income. Staying longer in school, which is associated with delayed entry into the workforce, should lead to lower labor income for adolescents and young adults but higher labor income in later years.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>Boys and girls circle the manual is for the young people learning about themselves, developing skills and confidence to interact with others in a positive and respectful way, and knowing how to seek help and support when it is needed. The main objective of the intervention is to transform gender stereotypes of young women and young men in schools. The intervention targets students Pre-secondary and secondary schools in Timor Leste however start with the students in Ermera, Bobonaro and Viqueque. Furthermore, The ToT is to ensure comprehensive understanding on the manual before disseminate information amongst youth in and out of school on Boys and Girls Circle manual,</p> <p>The Consultant will:</p> <ul style="list-style-type: none"> • Revised the boys and girls circle facilitator's manual especially the Gender components in the Manual • Deliver the ToT on the boys and girls facilitator's manual to selected participants. • Liaise with the Ministry of Education, Youth and Sport and Secretary of State for Youth and Sport to facilitate effective implementation of the trainings and future rollout. • Provide technical support at all levels in the implementation of Training in the Municipalities. • Support in the collection of lesson learnt and best practices that enhance the effectiveness of interventions in the implementation of boys and girls circle. • Monitoring the implementation of the boys and girls circle. • Provide activities Report, Quarterly Report and end of Mission reports are to be submitted to UNFPA (<i>template will be provided</i>). <p>Targets:</p> <ul style="list-style-type: none"> • Selected Participants for ToT from Ministry of Education Youth and Sports and Secretary of State for Youth and Sports.
Duration and working schedule:	The work is expected start from 15 March 2021- 10 th December 2021
Place where services are to be delivered:	<ul style="list-style-type: none"> • In Dili with travel to Municipalities
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> • Revision of the Boys and Girls Circle Manual based on the input available. Dateline 5 April 2021. 30% of the payment • Power point presentations and appropriate exercises for the ToT, Dateline 12 April 2021- 10% of the payment • ToTs for selected Participants conducted start- 26 April 2021- 30% of the payment • Activities Report and Monthly progress report and Final Report. All report must be cleared from UNFPA– total of 30% of the payment at the end of the mission. • Delivering the work through electronic copies
Monitoring and progress control, including reporting requirements, periodicity	<ul style="list-style-type: none"> • Report at the end of each activity implemented (template will be provided) • Monthly reporting (template will be provided) • Summary of Quarterly reporting (template will be provided)

format and deadline:	<ul style="list-style-type: none"> • A template of beneficiaries (template will be provided) • Report on the costed operational activities, including the timeline for implementation (template will be provided). <p>Dateline:</p> <p>One week after implementation of the activities</p>
Supervisory arrangements:	UNFPA Spotlight Officer with the support from Head of Agency.
Expected travel:	To three Municipalities (Ermera, Bobonaro, and Viqueque)
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Bachelor Degree in Educational/Social Science/Public Health/Development Studies • Technical Knowledge on gender equality, youth situation in Timor Leste, social and behavioural change issues • At least 5 years of professional work experiences related to capacity building, curriculum development, public health, and social behavioural change program. • Previous working experience at Ministry of Education and civil society Organizations in Timor Leste would be an added advantage. • Fluency in written and spoken Tetum, English knowledge of Portuguese would be an added advantage
Inputs / services to be provided by UNFPA	Support services and working space.
Other relevant information or special conditions, if any:	Interested candidate should submit a Cover Letter, and P11 form, by email to: timor-leste.office@unfpa.org , the closing date is 26 th February 2021 at 17.00 p.m.
Signature of Requesting Officer in Hiring Office:	
Approved Date: 26/2/2021	