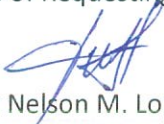
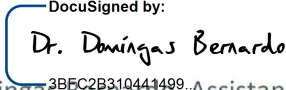


TERMS OF REFERENCE FOR NATIONAL INDIVIDUAL CONSULTANT

National Consultancy for supporting implementation of Comprehensive Sexuality Education programme for in and out of school setting	
Hiring Office:	UNFPA Timor-Leste Country Office, Dili
Purpose of consultancy:	To support UNFPA Timor-Leste in the implementation and facilitation of a Comprehensive Sexuality Education programme in and out of school
Background	<p>Gender-based violence (GBV) is widely recognized as one of the most pervasive human rights concerns in Timor-Leste, with almost 3 in 5 (59%) ever-partnered women aged 15-49 having experienced intimate partner violence (IPV) in their lifetime. Although both men and women experience GBV, women and girls face abuse the most, given the unequal power relationships between men and women within the household, in communities, and across society. Despite strong policy reforms and a dynamic role by civil society organizations, gaps between informal and formal justice mechanisms, capacity of service providers and implementation challenges, particularly in the health sector, indicate that violence against women and girls remains a significant problem throughout the country.</p> <p>Against this backdrop, to increased knowledge and skills in students and youth to promote respectful relationships, based on gender equitable norms, UNFPA in collaboration with the Secretary State of Youth and Sports adapted international CSE standards, contextualized in Timor-Leste cultural setting and developed a training manual called Healthy Relationships. This manual aims to enhance the knowledge and skills of young people to constructively involve themselves in important subjects and to strengthen positive values by promoting their knowledge in sexual reproductive health and rights, well-being and dignity, and empowering them to make informed choices and decisions in their lives.</p> <p>Since December 2021 until now, UNFPA and SSYS, in partnership with national youth organizations have trained around 90 youth facilitators and reached over 500 young people in the community in 7 municipalities with the Healthy Relationships manual.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The National Consultant, under the direct supervision of the Youth and Gender Programme Coordinator, and in collaboration with the Program Analyst for Youth and Adolescent will provide technical support to the implementation of a Comprehensive Sexuality Education programme.</p> <p>The scope of work includes:</p> <ul style="list-style-type: none"> • Coordinate and liaise with SSYS, youth organizations (Youth Centers, Youth Parliament and Alumni) and national CSOs for implementation of comprehensive sexuality education programme in targeted municipalities • Facilitate ToT training for new batches and refresher/follow-up training for the Healthy Relationship facilitator to see the progress of the facilitators and impact of healthy relationship training • Monitor Healthy Relationship roll out to ensure the roll-out session covers all key messages of Healthy Relationship technical manual • Monitor in-school CSE activities in municipalities in coordination with implementing partners • Update and keep track of data of the beneficiaries and analyze the pre and post test result • Provide technical support to youth facilitators to develop roll-out plan to engage with young people at community level in consultation with SSYS • Conduct competency assessment of facilitator of Healthy Relationship

	<ul style="list-style-type: none"> • Support SSYS to establish Healthy Relationship Network with young facilitators and youth organizations • Provide technical support to national CSOs when implementing the in-school CSE activities, especially on data collection and reporting • Support implementing partners on reporting to ensure timely submission and quality contents • Develop promotion plan of CSE for international and national youth day in liaise with implementing partners and aligned with international theme. • Support developing IEC materials on UNFPA youth programme including comprehensive sexuality education in cooperation with communication team • Undertake other duties as may be assigned by UNFPA.
Duration and working schedule:	Between 1 February – 31 December 2023 (10months)
Place where services are to be delivered:	The consultant will be based in Dili, Timor-Leste with expected travel to municipalities.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant is expected to submit the following deliverables on monthly basis, by email, for review and approval by UNFPA, against which monthly payments will be made:</p> <ul style="list-style-type: none"> • Monthly updated data (beneficiaries tracking sheet) on ToT and roll-out activity by different youth organizations in municipalities using existing monitoring tool • Monthly progress monitoring report of school-based CSE activities in coordination with national CSOs based on the work plan • Monthly progress monitoring report of out-of-school CSE activity (Healthy Relationship) based on the work plan with SSYS • Monthly consultancy report including the analysis of CSE programme in and out of school setting • On a quarterly basis, support Implementing Partners with their quarterly work plan progress reports (narrative and financial) ,
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>A detailed work plan/delivery monitoring schedule will be determined by UNFPA Timor-Leste and the consultant at the very outset of the consultancy.</p> <p>A weekly tracking sheet will be used to note progress. Regular consultation and sharing of information and documents will be arranged with the UNFPA Timor-Leste Youth Program Analyst.</p>
Supervisory arrangements:	The consultant will work under the direct supervision of the Youth and Gender Programme Coordinator of UNFPA Timor-Leste CO.
Expected travel:	Travel to municipalities are expected.
Required expertise, qualifications and competencies, including language requirements:	<p>Minimum Educational Qualifications and Experience:</p> <ul style="list-style-type: none"> • Master's Degree in Public Health/ Education/ Social work/ Gender and Women studies/ Social Science or related areas with minimum 2 years of relevant working experiences or Bachelor's Degree in the above-mentioned area with minimum 4 years of relevant working experiences • Working experience in training, capacity building, or implementation of youth engagement or social behavioral change projects/ programmes is essential • Fluency in written and spoken Tetum and English is essential.

	<ul style="list-style-type: none"> • Previous working experience with/ in the UN system is an asset • Proven technical knowledge of Comprehensive Sexuality Education, gender equality, sexual reproductive health, health systems and youth issues in Timor-Leste is required • Previous experience in capacity building of adolescents and young people, developing training curriculum, and implementation of youth programs, especially in the health sector is an asset
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA will facilitate contacts with relevant partners and provide a working space, if necessary.
Other relevant information or special conditions, if any:	N/A
Signature of Requesting Officer in Hiring Office:  Ferderick Nelson M. Lopes, Youth Program Analyst Date: 07/02/2023	Signature of Approving Officer: DocuSigned by:  Dr Domingas Bernardo, Assistant Rep. Date: 06-Feb-2023