**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT**

| **TERMS OF REFERENCE (to be completed by Hiring Office)** | |
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| Hiring Office: | UNFPA Sri Lanka |
| Purpose of consultancy: | **Background:**  The United Nations Population Fund (UNFPA), expands the possibilities for women and young people to lead healthy and productive lives. UNFPA is the lead United Nations agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled.  The UNFPA Country Office in Sri Lanka is implementing a program to respond to the current socio-economic crisis, through multiple interventions to address the issues faced by pregnant women, lactating mothers, other vulnerable women and girls, youth and elderly communities. As a part of the overall response and in alignment with the recently approved 10th Country programme, UNFPA is developing a comprehensive strategy to establish improved digital platforms to disseminate life-saving SRH and GBV information in Sri Lanka. The end goal is to provide access to out of school CSE through digital platforms in humanitarian and development context to young people in a youth friendly manner.  Comprehensive Sexuality Education enables young people to protect and advocate for their health, wellbeing, and dignity by providing them with a necessary toolkit of knowledge, attitudes, and skills. It is a precondition for exercising full bodily autonomy and advancing gender equality and the rights and empowerment of young people. UNFPA works with government and other partners to implement comprehensive sexuality education, both in schools and outside of schools through community-based training, teacher training and by producing content and material to provide accurate information to young people.  UNFPA has been providing technical support to the Ministry of Education and Ministry of Health as our long-standing partners to strengthen its Comprehensive Sexuality Education programme. As directed by the Parliamentary caucus for children and in line with the UNFPA’s country programme for 2023- 2027 UNFPA will support the MOE and MOH to develop the national guidelines for in school and out of school CSE based on the standards of the International Technical Guidance.  To build on this effort the UNFPA is recruiting a consultant to develop the in and out of school CSE guidelines. The consultant is also required to work with the MOE, NIE, MOH, technical and vocational training institutes and other relevant stakeholders to complete the guidelines and validate the same. The consultant will also assess the teacher training conducted by the MOE with UNFPA to design better training programmes for teachers, teacher educators and in service advisors.  The overall objective of the guidelines is to have a concerted plan, procedure or course of action that will guide all actors or implementers of CSE in schools, learning institutions and workplaces under education sector on how they can provide knowledge, care and support to different beneficiaries. |
| Scope of work:  *(Description of services, activities, or outputs)* | * Conduct stakeholder consultations to identify the scope for the guidelines and conduct desk research to learn from regional and global good practices and existing frameworks and guidelines * Sensitise key actors in relevant sectors and mobilise their support for the National guidelines on CSE as required for both in and out of school * Coordinate and work closely with the MOE, NIE, MOH, TVC, Min of youth and sports and other relevant stakeholders to draft the two guidelines in accordance with the international technical guidance and validate the same * To integrate and harmonize other guidelines that are used for young people in the MOE and MOH with the two guidelines * Create clear lines of actions and responsibilities to be followed by different actors in implementing the in and out of school national guidelines * Assess teachers in learning institutions and trainers on the required content, approaches,teaching norms in teaching CSE at different levels of education and the current knowledge they have received from previous trainings   Key Deliverables:  1. Situation analysis Report on regional and global good practices and existing frameworks and guidelines through desk research and consultations  2. Completed advocacy activities based on Advocacy Plan  3. Draft the guidelines on (a) in-school and (b) out-of-school  4. Design an implementation plan to execute the national guidelines  5. Readiness assessment of teachers and teacher trainers to deliver CSE in school |
| Duration and working schedule: | 4 months - September 2023 to December 2023  25 days – National guideline development  15 days – Assessment of the teachers training programmes |
| Place where services are to be delivered: | UNFPA CO, Colombo, Sri Lanka |
| Delivery dates and how work will be delivered: | 1. 30% of the payment upon the submission of the situation analysis report and advocacy plan to sensitise key actors 2. 50% of the payment upon the completion of advocacy activities and submission of draft Guidelines (a) in-school and (b) out of school 3. 20% of the payment upon the submission of the final assessment report of the teacher training programme |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | Monitoring and progress control: Regular contact to monitor progress.  Weekly written updates and progress update meetings to be held at the UNFPA office.  Reporting: Consultant is required to submit monthly time sheets for approval |
| Supervisory arrangements: | The consultancy will be managed by the UNFPA country office. The National Programme Analyst - SRHR will have oversight |
| Expected travel: | Some travel within Colombo  The Consultant will have to make her/his own arrangements and bear the cost of attending meetings and consultations while in Colombo. For travel outside of Colombo for official purposes, UNFPA will bear all costs, as per standard policy and procedure for any local travel. |
| Required expertise, qualifications and competencies, including language requirements: | Academic/professional Qualification:   * Advanced University degree on health and education, sociology, gender and development, law or communication   Experience:   * Clear understanding development issues including health and education * Experience in conducting research and assessments * Five years of relevant experience in working on Comprehensive sexuality education or sexual and reproductive health and rights * Working knowledge (level C) in English language, spoken and written in addition to Sinhala and /or Tamil.   Skills:   * Excellent in planning, developing and operationalising guidelines, strategies etc * Excellent analytical and report writing skills * Excellent research skills |
| Inputs / services to be provided by UNFPA or implementing partner, if applicable: | UNFPA will   * Facilitate meetings with partner organizations, UN agencies as required. * Provide technical support for content |
| Other relevant information or special conditions, if any: |  |
| Signature of Requesting Officer in Hiring Office:  Date: | |