


## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

## Junior Consultant- Adolescent and Youth

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	Botswana
Purpose of consultancy:	<p><b>Purpose</b> UNFPA Botswana Country Office is seeking for a Junior Consultant to support the Adolescent and Youth programme.</p> <p><b>Background &amp; Rationale</b> UNFPA Botswana works to expand the possibilities for women and young people to lead healthy sexual and reproductive lives. UNFPA accelerates progress towards the achievement of the three transformative results. These are (a) ending preventable maternal deaths; (b) ending the unmet need for family planning; and (c) ending gender-based violence and all harmful practices, including female genital mutilation and child, early and forced marriage.</p> <p>The UNFPA Botswana Country Programme 2022 – 2026 focuses on strengthening national capacities to design and implement policies and programmes responsive to the sexual and reproductive health needs and well-being of adolescents and young people. The programmes seek to advance the rights and choices of all adolescents and youths to make informed choices over their bodies and prevent HIV infections, STIs and unintended pregnancies while supporting their engagement in policy dialogues and shaping programmes to be responsive to their needs.</p> <p>The CO is among the 8 countries in the SADC region implementing the exit phase of the Safeguard Young People Programme (SYP), a regional programme that empowers adolescents and young people aged 10 to 24 to protect themselves from STIs including HIV, early and unintended pregnancies, unsafe abortions, early marriages, gender-based violence and harmful cultural practices while promoting gender equitable norms and protective behaviours.</p> <p>The 2024 priorities for the youth programme include; a) providing technical assistance to the Ministry of Education (MESD), Ministry of Health (MOH) and the Ministry of Youth, Gender, Sport &amp; Culture (MYSC) to operationalize the East and Southern Africa Commitment on Education, Health; b) Technical assistance to MYSC to finalise the National Youth Policy and ensure adequate youth participation in the development of the policy; c) Fast track innovative initiatives for the youth programmes; d) Facilitate engagement with Ntlo Ya Dikgosi to support their advocacy efforts on sexual and reproductive health and rights (SRHR) at community level.</p> <p>It is against this background that UNFPA Botswana is seeking a Junior Consultant to support the adolescent and youth programmes in the country office.</p>
Scope of work:  (Description of services, activities, or outputs)	<p>Specifically, the consultant will do the following:</p> <ul style="list-style-type: none"> <li>• Support the National Youth Policy development processes</li> <li>• Support meaningful engagement of young people in policy and programming, including in the National Youth Policy development, ESA Commitment, National Commitment on Adolescent Well-being and engagement in the National Development 12 development processes</li> <li>• Actively represent UNFPA at the UN Youth team and follow up on actions as required</li> <li>• Draft high-quality reports and articles on assigned programme components as required.</li> <li>• Perform any other tasks as directed by the supervisor</li> </ul>
Duration and working schedule:	July – 31 December 2024
Place where services are to be delivered:	Gaborone
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Clear deliverables will be outlined for each month. Final submission of reports and deliverables will be in electronic format
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Consultant shall submit monthly reports detailing work done, milestones and achievements. Payment will be effected upon submission of a detailed monthly report with completed deliverables.
Supervisory arrangements:	The consultant will work under the direct supervision of the Programme Specialist (Youth & Gender) under the overall direction of the Head of Office.
Expected travel:	Yes

Required expertise, qualifications and competencies, including language requirements:	<p><b>Qualifications and Expectations</b></p> <ul style="list-style-type: none"> <li>• A Bachelor's Degree in Public Health, Social Work or other related Social Science.</li> <li>• At least two years of relevant professional experience.</li> <li>• Good knowledge of UNFPA mandate, particularly the youth programme</li> <li>• Demonstrate experience working and engaging in one of the programme components of UNFPA Botswana, particularly youth leadership and engagement</li> <li>• Experience supporting the UNFPA Botswana youth programme is highly desirable.</li> <li>• Ability to work in an intense and high-paced work environment, produce quality work and take initiative.</li> <li>• Ability to work effectively and harmoniously in a team.</li> <li>• Ability to work independently whilst maintaining high-quality outputs</li> <li>• Volunteer experience in youth programmes is an added advantage.</li> <li>• Excellent knowledge of English.</li> </ul>
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	Office space, laptop and relevant materials to undertake this work
Other relevant information or special conditions, if any:	N/A
<p>Signature of Requesting Officer in Hiring Office:  51D2DE014F344F6...</p> <p>Date: 07-Jun-2024</p>	

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