

UNFPA Turkmenistan
TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT (national)
National Consultant on training and advising Volunteers on Engagement of Men, Young Family school
and Volunteerism Programme

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Turkmenistan CO
Title:	National Consultant on training and advising Volunteers on Engagement of Men, Young Family school and Volunteerism Programme.
Background and purpose of consultancy:	<p>UNFPA is the United Nations sexual and reproductive health agency. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.</p> <p>In 2021 the UNFPA CO conducted capacity mapping and analysis of national youth participation mechanisms in Turkmenistan, which among others recommended</p> <ul style="list-style-type: none"> – strengthening institutional capacity on youth participation; – design and piloting of a youth center network; – design of a structured and regulated volunteering mechanism as well as – strengthening access to digital tools and skills for digital participation of young people. <p>Within the UNTFHS funded Joint Programme on “Empowering and Engaging the Youth to Mitigate the Multi-Dimensional Threats of the Health Pandemic” of the Government of Turkmenistan and the UN, UNFPA, together with three UN agencies (UNICEF, UNODC, and IOM) under the overall coordination of the RC office is piloting a volunteerism program and community initiatives in two selected velayats to support on the most vulnerable groups in line with the principle of “leaving no one behind”. As one of the outcomes of the project UNFPA CO developed the concept and methodology of Volunteerism programme based on peer-to-peer principles of education and focusing on engagement of men in the promotion of gender equality that would contribute to awareness raising among men on gender issues, prevention of GBV, as well as changing specific harmful male gender norms by addressing areas such as toxic masculinity, emotional intelligence, role of men in reproductive health and etc.</p> <p>In 2022, UNFPA Turkmenistan started the implementation of the second phase of its Regional Project on “Strengthening prevention and response to GBV in Central Asia” which is a part of a Central Asia programme funded by the Central Asia - UK Conflict Stability and Security Fund funding (CSSF). Within this project UNFPA works with men and boys on prevention of GBV towards changing harmful social and gender norms that perpetuate gender inequality by educating young men to challenge specific harmful male gender norms in the areas such as toxic masculinity, emotional intelligence, role of men in reproductive health, role of men in the family and etc. Broadening the discussion about engagement of men is essential for understanding the interconnectedness between traditional gender norms with GBV, and for effectively reflecting on inequalities and change from men’s perspective.</p> <p>Within its mandate and in cooperation with national partner agencies UNFPA CO initiated three interventions within the Youth and Gender programmes:</p>

	<p>In partnership with the State Committee on Physical Culture and Sport UNFPA CO</p> <ul style="list-style-type: none"> – launched a social volunteerism programme to promote youth participation and gender activism of young people in sports schools; and – sensitize and engage young men and boys to promote gender equality, and prevent gender-based violence by tackling the discriminatory social norms leading to gender inequality, toxic masculinity and GBV; <p>In partnership with the Institute of State, Law and Democracy of Turkmenistan UNFPA CO</p> <ul style="list-style-type: none"> – launched education of young couples to support young couples before and in the first year of their marriage and promote gender equality and prevent GBV in the family. <p>Currently the activities on social gender volunteerism, men engagement are piloted in sports schools in Ashgabat city, Mary and Lebap velayats, and education of young couples in the Civil Registration Departments in cooperation with the CSOs “Keyik okara”, “Mashgala” and “Taze Zaman”.</p> <p>Within this context the UNFPA CO plans to hire a National Consultant to provide coordination of these initiatives and provide ongoing technical support on the facilitation and content of the trainings.</p>
<p>Scope of Work:</p> <p>(Description of services, activities, or outputs)</p>	<p>The National Consultant will carry out the following tasks:</p> <ol style="list-style-type: none"> 1. Coordinate the work of the trainers of the men engagement initiative by conducting biweekly meetings in an online format to discuss the progress, challenges and planning; 2. Coordinate the work of volunteers by conducting monthly meetings in an online format; 3. Coordinate the work of the trainers on education of young couples by conducting biweekly meetings in an online format to discuss the progress, challenges and planning; 4. Develop and adjust training modules to meet the age, gender and contextual specifics of the field application; 5. Ensure quarterly quality reporting of the results of the piloting by each trainer as per the UNFPA requirements; 6. Jointly with trainers, design, plan and ensure implementation of awareness raising campaigns and advocacy activities; 7. Jointly with the trainer of the Civil Registration Office conduct training sessions and consultations for young couples in Ashgabat city to promote gender equality in the family and healthy family relations. 8. Review monthly reports, database and other documentation from the trainers and provide feedback for improvement; 9. Conduct quarterly analysis of the results of the piloting, including profile of participants, pre- and post-questionnaires, response of the community and local government and other; 10. Prepare and submit quarterly and yearly reports on men engagement, volunteerism and education of young couples programmes.

<p>Expected Outcomes and Deliverables:</p>	<p><u>The total number of days: 54 working days</u></p> <p>Deliverable 1: by March 15, 2024 (18 days)</p> <ul style="list-style-type: none"> - Interim report that includes information on conducted sessions, quarterly analysis of the results of the piloting, including profile of participants, pre- and post-questionnaires, response of the community and local government and other; - Scenario for the video promoting gender equality, healthy living styles and empowerment of girls in sports; - Report on the implemented awareness raising campaign devoted to the International Women’s Day to promote gender equality, GBV prevention, and gender activism within the implementation of the programme in Ashgabat, Mary and Turkmenabat cities. <p>Deliverable 2: by June 25, 2024 (12 days)</p> <ul style="list-style-type: none"> - Interim report that includes information on conducted sessions, quarterly analysis of the results of the piloting, including profile of participants, pre- and post-questionnaires, response of the community and local government and other; - Report on the implemented awareness raising campaign devoted to the Health month in April promoting gender equality, GBV prevention, healthy living styles and volunteerism within the implementation of the programme in Ashgabat, Mary and Turkmenabat cities. <p>Deliverable 3: by September 25 (12 days)</p> <ul style="list-style-type: none"> - Interim report that includes information on conducted sessions, quarterly analysis of the results of the piloting, including profile of participants, pre- and post-questionnaires, response of the community and local government and other; - Report on the implemented awareness raising campaign devoted to the International Youth Day to promote volunteerism, gender activism, gender equality and GBV prevention within the implementation of the programme in Ashgabat, Mary and Turkmenabat cities. <p>Deliverable 4: by December 5 (12 days)</p> <ul style="list-style-type: none"> - Interim report that includes information on conducted sessions, quarterly analysis of the results of the piloting, including profile of participants, pre- and post-questionnaires, response of the community and local government and other; - Report on the implemented awareness raising campaign devoted to the 16 days of activism to promote gender activism, gender equality and GBV prevention within the implementation of the programme in Ashgabat, Mary and Turkmenabat cities. - Finalized training materials, database and other documentation. - Combined yearly report on men engagement, volunteerism and education of young couples programmes.
<p>Duration and working schedule:</p>	<p>Duration of this consultancy is from January 10 through December 10, 2024.</p>
<p>Place where services are to be delivered:</p>	<p>The place where services are to be delivered is Ashgabat.</p>
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>Dates for deliverables are provided under the section Scope of work. All written deliverables will be provided in an electronic format. Required ad-hoc training for trainers and meetings will be conducted in an offline format.</p>
<p>Monitoring and progress control, including reporting requirements, periodicity</p>	<p>The National Consultant will report to the UNFPA Programme Analyst on Gender and Youth and will provide an update weekly on progress, challenges encountered, and support requirements.</p>

format and deadline:	
Supervisory arrangements:	The National Consultant will directly report and work under the guidance of the UNFPA Programme Analyst on Gender and Youth.
Expected travel:	Mission within Turkmenistan are expected under this consultancy. Travel costs will be covered according to the UNFPA's Duty Travel Policy
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Higher education in teaching, law, social services and at least 6 years of relevant experience; or Secondary education and at least 7 years of relevant experience which includes: • Experience in designing, planning and facilitating trainings on gender equality and volunteerism programs; • Experience working with youth and adolescents; • Experience and knowledge to promote gender equality, inclusivity and human rights; • Fluency and strong writing skills in Turkmen and Russian languages.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA will provide the Consultant with the available materials, information and reports. However, additional information will be identified by the Consultant through reviews, working with volunteer youth, other.
Other relevant information or special conditions, if any:	<p>The consultancy fee will be calculated based on GS-7 level of the UN salary scale effective 1 November 2020 and will be paid in instalments upon quality provision of all deliverables:</p> <p>Instalment 1 in the amount of 34% from the full amount by March 15, 2024 (18 days) upon completion of Deliverable 1;</p> <p>Instalment 2 in the amount of 22% from the full amount by June 25, 2024 (12 days) upon completion of Deliverable 2;</p> <p>Instalment 3 in the amount of 22% from the full amount by September 25, 2024 (12 days) upon completion of Deliverable 3;</p> <p>Instalment 4 (final) in the amount of 22% from the full amount by December 5, 2024 (12 days) upon completion of Deliverable 4.</p> <p>The COAs to charge:</p> <p>TKM05GEN, UKB60, ADVCOMM, PU0074, 71305</p> <p>TKM05GEN, FPA90, ADVCOMM, PU0074, 71305 (temporary to be reprogrammed to UKB60 upon receipt of funds)</p>
Signature of Requesting Officer in Hiring Office:	
Date:	