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TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT (NATIONAL)

FOR DEVELOPMENT OF PRE-DEPARTURE PROGRAMME FOR SECONDARY SCHOOL GRADUATING STUDENTS IN UMNUGOBI PROVINCE

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	United Nations Population Fund (UNFPA) Country Office, Mongolia.
Purpose and background of consultancy:	<p>UNFPA Mongolia is hiring an Individual Consultant to design and develop Pre-departure programme for secondary school graduating students in Umnugobi province who are departing to provincial center and Ulaanbaatar for higher education studies.</p> <p>The purpose of the pre-departure programme is to provide them with better preparation for coping with the new environment. It will also concentrate on delivering comprehensive guidance on sexual and reproductive health services, social support services for adolescents as well as integrating with other programmes such as "career-day" programme.</p> <p>Pre-departure programme is a part of the whole cycle of the studying and is designed to reduce the vulnerability of adolescents and enable them to maximize benefits from outside of the hometown studies. The cycle begins with making a decision to study for higher education followed by leaving their home, arriving in a different soum or aimag, integrating into a new environment, and living and studying in different places. Thus, pre-departure programme should help adolescents to become informed and empowered for each phase.</p> <p>The United Nations 2030 Agenda for Sustainable Development and Programme of Action of the International Conference on Population and Development highlighted the need to improve health and wellbeing of adolescents and monitored through the indicator on adolescent birth rate (ABR) (SDG 3: Ensure healthy lives, promote wellbeing at all ages, and SDG 5: Achieve Gender Equality, and empower all women and girls).</p>

Within Mongolia, there has been a rise in unmet need for family planning, and currently data confirm that the country is experiencing their highest level of ABR within the last 20 years (43 per 1,000 girls aged 15-19). Particularly, Umnugobi region remains to be the highest within Mongolia. Currently the ABR stands at 61/1,000 girls.

There are targeted interventions aimed at reducing this high ABR to 20/1,000 by 2021 through the activities of the Integrated Support Programme (ISP) in Umnugobi province. The issues of lack of proper knowledge and access to family planning are particularly relevant to young people aged 15-24 years in rural areas, which can contribute to higher ABR.

In Mongolia, the secondary schooling is 12 years and it is mandatory for all. Schools in soums usually have boarding schools until 9th grade for students from countryside. Students graduating soum schools who want to complete secondary school have to attend schools in the aimag center. After graduating 9th grade, adolescents usually go to the provincial center to continue 10th grade or go to study at vocational training centers. Majority of them live by themselves, at relatives, at grandparents or in school dormitories, and many girls become pregnant while they study in the provincial center.


With support of UNFPA, NSO conducted a specific research into the factors and social determinants influencing adolescent pregnancy rates in Umnugobi province. A qualitative study findings show that girls who live in soums with 9 year schools are likely to get pregnant before age of 16 compared to those who live in soums with 12-year schools.

Taking into account the lessons learned from other countries in collaboration with information gathered throughout this activity, the outcome of this qualitative study is to develop the key recommendations including pre-departure orientation programme in line with the specific needs of the target population to achieve a reduction of ABR.

Accordingly, UNFPA aims to address this issue at grass root level by implementing pre-departure programme for secondary school graduating students who are the most vulnerable and affected group in these circumstances. Through the programme, participants are expected to be physically and mentally prepared for their new journey in life and settlement in urban area by strengthening their coping skills and independency, and gaining knowledge and consciousness to protect themselves from unintended developments.

Thus, an individual consultant will provide technical and methodological assistance to UNFPA's Integrated Support Programme (ISP) team on the development of pre-departure programme planned to be implemented in July 2020 in Umnugobi province as part of ISP.

<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>The ISP aims to address the critical and emerging health and social issues in Umnugobi Province: sexual and reproductive health of women, adolescents and youth; youth empowerment; and gender-based violence. Accordingly, the “Pre-departure Programme” will contribute to the programme Outcome 4 and Output 4.2: Communication on women’s, adolescent and youth health issues.</p> <p>With this Terms of Reference, UNFPA is looking for a national consultant who will work closely with UNFPA’s ISP team and respective authorities of Umnugobi Aimag Governor’s Office.</p> <p>The selected consultant will complete the following tasks:</p> <p>A. Development of the pre-departure programme structure and design;</p> <ol style="list-style-type: none"> 1. In close consultation with local authorities and UNFPA’s ISP team, design the programme <p>B. Piloting of the pre-departure programme in select soums;</p> <ol style="list-style-type: none"> 1. Jointly with local departments, support the piloting of the programme 2. Draft monitoring tools to measure the programme <p>C. Sustainability of the programme</p> <ol style="list-style-type: none"> 1. Conduct consultation meetings with key stakeholders in Umnugobi province 2. Draft sustainability plan for the programme 3. Ensure reporting both in English and Mongolian
<p>Duration and working schedule:</p>	<p>The Programme is planned to be launched in early June 2020. Therefore, the national consultant is expected to work starting from 1 May 2020 for a duration of 2 months.</p>
<p>Place where services are to be delivered:</p>	<p>Ulaanbaatar city and Umnugobi aimag, Mongolia.</p>
<p>Deliverables and due dates</p>	<p>The following deliverables should be submitted within the due dates:</p> <ul style="list-style-type: none"> - Inception report by 5 May 2020 - Draft programme by 20 May 2020 - Final pre-departure programme document by 29 May 2020 - Implementation report by 1 July 2020
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>The consultant will work closely with the UNFPA ISP team, under overall supervision of UNFPA Youth Development Programme Manager a.i. The reporting requirements, formats and deadlines will be confirmed during the first briefing session.</p>
<p>Supervisory arrangements:</p>	<p>The national consultant will report to UNFPA Youth Development Programme Manager a.i., under the overall guidance of the Assistant Representative.</p>
<p>Expected travel:</p>	<p>Domestic travel to Umnugobi province including selected soum will be required.</p>

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Advanced degree from a recognized academic institution in public health/administration, gender, development studies, social science or related field; • At least 3 years' experience in project/programme management and design including SRH /adolescent and youth development/urbanization/migration practical field experience; • High level understanding of the human rights-based approach; • High-level understanding of youth development and youth-oriented services, including sexual and reproductive health; • Fluency in oral and written Mongolian and English; • Experience working with the UN system, including UNFPA as an added advantage; • Exposure to Umnugobi development context as an added advantage; <p>Competencies:</p> <ul style="list-style-type: none"> • Excellent skills in research, advocacy, and facilitation of consultations; • Ability to work under pressure and adhere to strict timelines; • Shares knowledge and experience; • Demonstrates excellent communication skills; • Advanced and demonstrable analytical skills; • Knowledgeable about issues of human rights, maternal, sexual and reproductive health, gender in general.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>It is anticipated that the consultancy will be governed by an individual consultancy contract under standard UNFPA/UNDP terms and conditions. UNFPA will pay a consultancy fee according to the current UNFPA approved schedule of rates at a level to be negotiated.</p> <p>Schedule of payment: (COA: MNG06FPA/62300/1D41AD02Y74/FPA90/PU0074)</p> <ol style="list-style-type: none"> 1. First installment of 25% of consultancy fees will be provided upon submission of draft pre-departure programme documents 2. Second installment of 25% of consultancy fees will be provided upon submission of final programme documents 3. Final installment of 50% of consultancy fees will be provided upon acceptance of the final consultancy report by UNFPA <p>UNFPA reserves the right to withhold up to 30% of the total fee in case the deliverables are not submitted on schedule or do not meet the required standard. Copyright and ownership of all documents produced will remain with UNFPA.</p> <p>Logistical arrangements The UNFPA Country Office will be responsible for arranging all logistical matters related with the local travel and consultations, including venue, stationery and refreshments. The CO can also provide support in organizing meetings with key government agencies and other stakeholders.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>TBD</p>
<p>Signature of Requesting Officer in Hiring Office: </p> <p>Date: <i>13 Apr 20</i></p>	