

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT (NATIONAL)  
FOR ADAPTATION OF AMAZE VIDEOS IN MONGOLIA**

<b>TERMS OF REFERENCE (to be completed by Hiring Office)</b>	
Hiring Office:	United Nations Population Fund (UNFPA) Country Office, Mongolia.
Purpose and background of consultancy:	<p>UNFPA Mongolia is hiring an Individual Consultant to do the script proofreading, content revision, and editing of the selected AMAZE videos and train teachers and parents on the usage of videos.</p> <p>United Nations Population Fund (UNFPA) Mongolia has been working to ensure that young people in Mongolia have continued access to vital sexual and reproductive health and reproductive rights (SRHRR) information, particularly during the COVID-19 pandemic. With face-to-face education became impossible, it has been essential to develop and utilize educational resources that can be used in distance learning to reach out to young people and ensure that the most vulnerable are not left behind.</p> <p>In 2020, the Country Office (CO) established a partnership with UNESCO and "Advocates for Youth" NGO, an organization specializing in SRHRR videos, to adapt AMAZE videos for young Mongolians. AMAZE is a video-based sexual health education resource for youth ages 10-14 designed to provide an honest, accurate, and age-appropriate information. Through short, professionally created animated videos, AMAZE seeks to empower young people to attain the information that is often overly censored in their schools. AMAZE pioneered a strategy to educate young people and it uses research to conceptualize, deliver, message and frame sexual health education.</p> <p>As a result of the partnership with UNESCO, 28 factual and age-appropriate videos for children up to 14 years of age have been translated and adapted into the Mongolian language. Moreover, jointly with the Advocates for Youth NGO, UNFPA adapted the other 22 videos in 2021. A total of 50 videos are accessible at: <a href="https://medle.mn">https://medle.mn</a> - an online resource for the e-learning platform run by the Ministry of Education and Science (MoES), which the CO has established as part of the UN Multi-Partner Trust Fund Programme (MPTF).</p> <p>These educational videos serve as a teaching tool for school teachers who are responsible for provision of sexuality education classes to schoolchildren.</p> <p>The UNFPA desires to adapt more videos for a Mongolian audience to extend its reach to young people. Thus, an individual consultant will provide technical support for the proofreading and editing the contents of selected 20 videos.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>Therefore, UNFPA Mongolia CO is looking for a national consultant who will work closely with UNFPA and comprehensive sexuality education (CSE) experts for a period of one month.</p> <p>Selected consultant will complete the following tasks:</p> <ol style="list-style-type: none"> <li>1. Proofreading of translation;</li> <li>2. Editing the content of selected videos;</li> <li>3. If needed, revise the contents to ensure information is accurate and relevant for young Mongolians;</li> <li>4. Sub-titling selected AMAZE videos into Mongolian language;</li> <li>5. Developing the guidance on usage of the videos</li> </ol> <p>A written guidance that specifies the purpose and contents of the videos, and practical advice for teachers and parents on how to make best use of the videos</p>

	<p>(e.g. the sequence of watching and learning, guiding questions for discussions or conversations, etc.),</p> <p>6. Conduct a training for health education teachers on the usage of videos.</p>
Duration and working schedule:	The consultancy period will be 30 days, which will span from 1 November to 1 December 2022.
Place where services are to be delivered:	Ulaanbaatar, Mongolia.
Deliverables and due dates	<p>The following deliverables should be submitted within the due dates:</p> <ul style="list-style-type: none"> <li>- Workplan by <b>3 November 2022</b>;</li> <li>- Sub-titling selected 20 AMAZE videos into Mongolian language <b>18 November 2022</b>;</li> <li>- Train health education teachers on AMAZE videos by <b>28 November 2022</b>;</li> <li>- Final consultancy report in English by <b>30 November 2022</b></li> </ul>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Under overall direct supervision of Programme Analyst, Adolescents and Youth, the consultant will work closely with UNFPA Adolescents and Youth Programme team. The reporting requirements, formats and deadlines will be confirmed during the first briefing session.</p> <ul style="list-style-type: none"> <li>• Bi-weekly updates from consultant, by email, on progress made in the deliverables, as per template jointly agreed upon the start of the consultancy</li> </ul>
Supervisory arrangements:	The national consultant will report to Programme Analyst, Adolescents and Youth.
Expected travel:	Not required.
Required expertise, qualifications and competencies, including language requirements:	<p>Education</p> <ul style="list-style-type: none"> <li>• Post-graduate degree in education, social sciences or related fields.</li> </ul> <p>Experience</p> <ul style="list-style-type: none"> <li>• At least 5 years of experience working in the education sector;</li> <li>• At least 5 years of experience working on life skills, and life skills-based health education, including comprehensive sexuality education;</li> <li>• Fluency in English (reading, writing, speaking).</li> </ul> <p>Competencies</p> <ul style="list-style-type: none"> <li>• High-level of understanding of life skills education, including life skills-based health education and comprehensive sexuality education, sexual and reproductive health;</li> <li>• Knowledgeable about issues of human rights, maternal, sexual and reproductive health, gender in general.</li> </ul>

<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><b>Schedule of payment:</b></p> <ol style="list-style-type: none"> <li>1. First installment of 50% of consultancy fees will be provided upon sub-titling selected AMAZE videos into Mongolian language;</li> <li>2. Final installment of 50% of consultancy fees will be provided upon acceptance of the final consultancy report by UNFPA.</li> </ol> <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><b>Logistical arrangements</b></p> <p>The UNFPA Country Office will be responsible for arranging all logistical matters related to the workshop, 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>	