



*Ensuring rights and choices for all*

## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

### THE APPOINTMENT OF A SUITABLE INDIVIDUAL CONSULTANT TO FACILITATE TRAINING SESSIONS ON COMPREHENSIVE SEXUALITY EDUCATION FOR OUT OF SCHOOL YOUTH, INCLUDING A MODULE ON CLIMATE CHANGE, IN THE TARGETED DISTRICTS, I.E. VHEMBE/ WATERBERG DISTRICT MUNICIPALITY IN LIMPOPO PROVINCE

TERMS OF REFERENCE	
<b>Hiring Office:</b>	UNFPA South Africa, Pretoria
<b>Introduction and Context</b>	<p>UNFPA is the United Nations reproductive health and rights agency that contributes to the expansion of possibilities for women and young people to lead healthy and productive lives. It is the leading United Nations agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.</p> <p>UNFPA, Country Office South Africa in collaboration with National Department of Social development is seeking services of a consultant to facilitate capacity building training on Comprehensive Sexuality Education (CSE) for out of school youth, including a module on Climate Change in the targeted district, i.e. Vhembe/ Waterberg District Municipality in Limpopo province.</p> <p>Context</p> <p>One of the objectives within the strategy on youth in the Population Policy of South Africa is: promoting responsible and healthy reproductive and sexual behaviour among adolescents and youth to reduce the incidence of high-risk teenage pregnancies, abortion and sexually transmitted diseases, including HIV and AIDS, through the provision of life skills, sexually and gender-sensitivity education, user-friendly health services and opportunities for engaging in social and community life.</p> <p>In South Africa early child bearing amongst adolescents and youth continues to be an impediment to educational, economic and social status of young people, which compromises their optimal human potential and development. This training seeks to address such challenges and empower young people with skills to make informed decisions about their lives and avoid risky sexual behaviours. The added module on Climate Change seek to provide an overview of Climate Change and sexual and reproductive health and rights integration. As the weather patterns</p>



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	<p>change in some parts of the country, including previous floods within Buffalo City Metropolitan Municipality, this could have effects on access for adolescent and youth to sexual and reproductive health and rights health facilities.</p> <p>The National Department of Social Development's Population Unit in partnership with UNFPA through the Safeguard Young People (SYP) Programme is currently coordinating and facilitating the implementation of the Comprehensive Sexuality Education (CSE) Training Manual for out of school youth, including a module on Climate Change in the targeted district within Limpopo Province.</p>
<p><b>Purpose of consultancy:</b></p>	<p>The purpose of the Terms of Reference is to appoint an Individual Consultant to facilitate capacity building sessions utilising the Training Manual on Comprehensive Sexuality Education (CSE) for out of school youth, which includes a module on Climate Change in the targeted district, i.e. Vhembe/ Waterberg District Municipality in Limpopo province</p>
<p><b>Scope of work</b> <i>(Description of services, activities, or outputs)</i></p>	<p>The successful consultant service is expected to work with the United Nations Population Fund South Africa Country Office, Department of Social Development and provincial DSD, Office of the Premier in LP and youth networks to:</p> <ul style="list-style-type: none"> <li>- Facilitate 5-day in person Capacity Building on the Training Manual: Comprehensive Sexuality Education (CSE) for out of school youth, including the module on Climate Change in the targeted district, i.e. Vhembe/ Waterberg District Municipality in Limpopo province.</li> <li>- Collaborate with the relevant implementing partners, young people and youth focal persons from the National and Provincial Population Unit.</li> <li>- To train participants on Climate Change and Youth SRHR Linkages</li> <li>- The Individual Consultant will be expected to develop the inception report, develop training knowledge assessment tools and submit a detailed training report.</li> <li>- The training sessions must include plenary presentations for key content, interactive, participatory discussions, panel discussions and group work</li> <li>- To create a provincial network of focal persons who will serve as focal points and master trainers for cascading of the training trainings</li> <li>- The number of participants for a session should be 30 participants, depending on the size of the venue to allow social distancing, and adhere to lockdown regulations and specific lockdown level's protocols in the midst of COVID 19.</li> </ul>




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	<ul style="list-style-type: none"> <li>- The Individual Consultant should provide at least 2 Training Facilitators per session.</li> <li>- The Individual Consultant should facilitate the training session between May and July 2022.</li> </ul>
<b>Duration and working schedule:</b>	<p>The duration of the project will be (3) months, starting from 5 May when the contract is awarded and should be completed by 30 July 2022.</p> <ul style="list-style-type: none"> <li>• <b>1 day</b> - Inception briefing meeting with UNFPA and DSD – Population Unit</li> <li>• <b>10 days</b> – Development and submission of training knowledge assessment tools, <i>19 May 2022</i></li> <li>• <b>10 days</b> - Development of training material, <i>03 June 2022</i></li> <li>• <b>19 days</b> - Implementation of Training Workshops in Vhembe and Waterberg municipalities, <i>30 June 2022</i></li> <li>• <b>14 days</b> – Development and submission of a comprehensive training report to be delivered within 7 days after conclusion of the last workshop, <i>22 July 2022</i></li> </ul>
<b>Place where services are to be delivered:</b>	<p>Vhembe and Waterberg District Municipalities in Limpopo province. Specific venues to be confirmed with provincial DSD. Logistics for the training session’s expenses in relation to catering for 5 days will be provided by DSD, and a free venue within the community will be provided with the assistance of the PPU, considering adherence to lockdown levels’ protocols and regulations in the midst of COVID 19.</p>
<b>Supervisory arrangements:</b>	<p>The Consultant will be managed under the UNFPA Country Representative and will work closely with the UNFPA Adolescents and Youth Specialist, and DSD focal person in the population unit.</p>
<b>Expected travel:</b>	<p>The consultant is expected to travel to training sites for the duration of the training.</p>
<b>Required expertise, qualifications and competencies, including language requirements:</b>	<p>The project requires a suitable Individual Consultant who has extensive knowledge on Sexual and Reproductive Health Rights, Gender, and Comprehensive Sexuality Education. The Individual Consultant can include co- training Facilitators in Sexual and Reproductive Health Rights, Gender, and or Comprehensive Sexuality Education. The co facilitators must possess relevant qualification, and or experience in facilitating training sessions on Sexual and Reproductive Health Rights, Gender, and or Comprehensive Sexuality Education.</p> <p>The Individual Consultant must demonstrate the following attributes:</p> <ul style="list-style-type: none"> <li>• Extensive experience in Facilitating Training Sessions on Sexual and Reproductive Health Rights, Gender, and or Comprehensive Sexuality Education.</li> </ul>



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	<ul style="list-style-type: none"> <li>• Extensive knowledge of the Rights Based Approach on Sexual and Reproductive Health Rights.</li> <li>• Readiness to facilitate a 5-day training programme using the available Training Manual on Comprehensive Sexuality Education for out of school youth, to be provided by the National and Provincial Population Unit within the Department of Social Development.</li> <li>• Demonstrate familiarity with the similar training content material on Comprehensive Sexuality Education for out of school youth.</li> <li>• Demonstrate good facilitation skills and excellent communication skills.</li> <li>• Demonstrate extensive experience working with young people on Sexual and Reproductive Health Rights, Gender, and or Comprehensive Sexuality Education.</li> <li>• Apply presentation slides together with interactive methodologies when delivering the training sessions.</li> <li>• Demonstrate evidence in carrying out similar work assignments.</li> <li>• Excellent writing skills and development of training reports.</li> </ul>
<p><b>Evaluation criteria and payment terms</b></p>	<p>The evaluation of the bids will be conducted according to UNFPA prescripts.</p> <ul style="list-style-type: none"> <li>• 30%: proposal relevance to the project.</li> <li>• 40%: professional experience and experience in working on similar projects. (attach a similar deliverable from a previous assignment)</li> <li>• 30%: Technical approach based on proposed methodology.</li> </ul> <p><i>The total amount for the assignment will be disbursed in three tranches as follows:</i></p> <ul style="list-style-type: none"> <li>• 30% upon submission of the inception report and clearance of all tools (data gathering tools, methodology etc.)</li> <li>• 40% upon submission of the draft report</li> <li>• 30% upon submission of final report and summarized print ready version</li> </ul> <p>Payment will be made in accordance with the completion of work to the satisfaction of both DSD and UNFPA based on the milestone for the project agreed to and signed off as part of the implementation plan.</p>
	<p><b>Interested parties are requested to submit CVs, sample of work and proposals to (zaf.admin@unfpa.org) by 28 April 2022</b></p>
<p>Signature of Requesting Officer in Hiring Office: </p> <p>Date: 28 April 2022</p>	