

TERMS OF REFERENCE

Intergenerational Governance Research and Engagement Consultant

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Office of Strategy and Evidence – Innocenti, Florence, Italy / Remote
DURATION OF CONTRACT	13 months

Purpose of Assignment

The purpose of this assignment is to deepen the analytical and research capabilities within UNICEF's Intergenerational Governance and Participation (IGP) mandate and function. By leveraging extensive literature reviews, capacity-building workshops, and collaborative report writing, this role seeks to enhance the understanding of critical current and future-oriented themes such as participation in policy and decision-making, education, employment, and climate. The consultant will play a pivotal role in synthesizing insights from youth participatory workshops and research, thereby informing UNICEF's strategies and actions to advance the child rights and wellbeing agenda.

Scope of Work

Background

At UNICEF Innocenti, children and youth are identified as key partners rather than mere beneficiaries, resulting in their inclusion in setting strategy and contributing to evidence generation. The IGP function ensures the office's focus and efforts are not tokenistic, and to advocate for the children and youth living in the most challenging contexts. The team leads UNICEF's youth foresight function, building a global network of young foresight practitioners who through fellowship and volunteering programs are engaged to identify future challenges and opportunities that could greatly impact UNICEF and the lives of children and youth. This results in the publication of youth-led and youth-focused research, advocacy campaigns, skills building trainings, products and tools that empower institutions, foresight practitioners, government officials, UNICEF staff and partners, and UNICEF's utmost priority target audience: children and young people around the world.

Objectives of the consultancy

The consultancy is strategically aimed at enhancing UNICEF's IGP function by enhancing its research and analytical foundation through comprehensive literature reviews, focused on aligning with the national-level foresight work of fellows on pivotal themes such as the futures of democracy, education, employment, and climate.

This role is designed to support youth-centered and/or led research and foresight activities, including data capture, sensemaking, report writing, and workshop design and facilitation; contributing to UNICEF Innocenti's IGP priorities.

The consultancy will also partake in collaborative efforts to co-design foresight exercises and co-author or contribute to pivotal reports on climate education, the digital environment and AI, the future of development, and intergenerational governance mechanisms. In doing so, the consultancy not only underscores the importance of youth-led insights in shaping future-oriented strategies but also ensures their significant role in informing UNICEF's actions towards a youth-inclusive future.

Major areas of work and responsibility

1. Perform detailed literature reviews that inform and support the IGP function and priorities.
2. Create and lead capacity-building workshops aimed at enhancing young people's research, analysis, and reporting skills.
3. Write and contribute to analytical reports that capture the collective insights from youth discussions, offering strategic foresight on key future-oriented themes.
4. Assist young people, including fellowship participants, in the design and execution of research and foresight projects, ensuring their work aligns with and contributes to UNICEF's strategic objectives.
5. Facilitate key meetings and workshops, acting as a bridge between key stakeholders.

6. Engage in the co-creation of materials and reports, focusing on generating actionable insights for UNICEF and its partners.
7. Mentor and support current and incoming fellows in developing their research, sensemaking, and reporting capabilities, preparing them for future foresight projects.
8. Refine methodology and oversee Youth Foresight Circle exercises contributing to key partnerships in 2026, including climate education, immunization, and youth participation in policy and decision-making.

Supervision

The Consultant will work under the supervision and report to the Policy Manager, Intergenerational Governance and Participation (Shai Naides). Further engagement will come in the form of communication with other respective teams of UNICEF and partners.

Work Assignments Overview	Deliverables/Outputs	Delivery deadline (in weeks/months) and input days to complete the deliverable
Drafting and co-authoring	Provide inputs, draft and author comprehensive reports on intergenerational governance, climate education, digital skills and other topics critical to IGP internal and external partnerships in 2026.	June 5, 2026 (38 days)
Methodology design	Refine and document youth-centered and led research and foresight methodologies, and support youth partners in conceptualising and executing foresight projects establishing systems whereby their insights are incorporated into UNICEF's research and decision-making processes	25 July, 2026 (30 days)
Facilitation	Facilitate 12 internal and external strategy and process setting workshops, contributing to strategy and evidence activities, and advancing IGP deliverables.	20 September, 2026 (32 days)
Reports	Co-design and co-author UNICEF Innocenti's IGP reports.	13 November, 2026 (30 days)
Youth Participation management	Support the implementation of the recruitment strategy for incoming fellows, contributing to the evaluation and selection process.	30 December, 2026 (26 days)
Support functions	Mentor and support youth partners, including fellows, in data capture, sensemaking and report writing, designing tools that can support their national and global scope projects	19 February, 2027 (30 days)
Development of tools	Support the development of tools and other public goods that advance the use of Youth Foresight as a practice that contributes insights and anticipatory recommendations for policy and decision-making in the multilateral system and at national governance level.	1 May, 2027 (22 days)

Payment Schedule:

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the

deliverables on the part of the consultant.

Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- The selected candidate is solely responsible for ensuring that the health insurance (and visa if applicable) required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Minimum requirements:

- **Education:** Master’s in Environmental Science/Policy, Social Sciences, Public Policy, Communications, Evidence Synthesis, Research Methods or another technical field relevant to the work of UNICEF (a combination of an undergraduate degree and 2 additional years of professional experience may be considered in lieu of master’s degree);
 - At least 3 years of professional experience in youth engagement, foresight, social research, or policy;
 - 3 plus years’ experience designing and implementing youth engagement programming;
 - Sound knowledge of approaches to futures thinking and foresight, particularly around issues pertaining to children and youth;
- **Skills (optional):** Sound knowledge of approaches to futures thinking and foresight, particularly around issues pertaining to children and youth;
 - Knowledge and experience of convening in virtual settings, with strong familiarity with digital workspaces, communication tools and conferencing platforms;
 - Experience of engaging in child and/or youth networks;
 - Demonstrated ability to set high standards for quality of work and consistently achieve project goals.
 - Solid writing, analytical, problem-solving, writing and presentation skills, particularly in the context of international work settings.
 - Strong interpersonal skills including developing and maintaining collaborative relationships with internal and external partners.
 - Ability to work in a multi-cultural environment
- **Language Requirements:** Fluency in English.