

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
GenU & Youth Innovation Consultant	3900/A0/08/880/005	<input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Freetown, Sierra Leone (including travel to districts).

Purpose of Activity/Assignment:

Background

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

“To realize the SDGs' vision of a world in which no one is left behind, we need to go beyond business as usual — investing in innovation and building broader, bolder partnerships that help us reach every child.” UNICEF Executive Director Henrietta H. Fore

Since 2014, UNICEF Sierra Leone has been championing the use of innovation to help identify and address the issues that affect the children and women of Sierra Leone. Work done over the past 6 years has established UNICEF Sierra Leone as the leading agency for innovative programming to help deliver results for children in Sierra Leone.

In 2018, the Government of Sierra Leone established a new Directorate of Science, Technology and Innovation (DSTI). DSTI's mandate is to use Science, Technology and Innovation to support the Government of Sierra Leone to deliver on its national development plan effectively and efficiently; and to help transform Sierra Leone into an innovation and entrepreneurship hub. UNICEF Sierra Leone has already established a workplan with DSTI to promote and enable the use of Innovation in Sierra Leone for improved results for children.

In April 2018, UNICEF initiated Generation Unlimited (GenU), a global, multi-sectoral partnership which aims to ensure every young person (aged 10-24 years) has opportunities for education, training or age-appropriate employment by 2030. By preparing the largest generation of young people in history to become productive and engaged members of society, the potential for global progress is unlimited.

GenU focuses on seven strategic priorities to address the greatest challenges facing young people as they navigate the important transition from education and training to employment and entrepreneurship:

- Promote formal school experiences that build skills young people need for productive lives.
- Provide young people outside formal schooling with opportunities for training, skill development, and additional education.
- Improve connections between young people and existing work opportunities.

- Increase the number of quality work opportunities available to young people.
- Foster entrepreneurship as a mindset and a livelihood.
- Promote equitable access to quality education, training, employment, entrepreneurship, and civic participation.
- Equip young people as problem-solvers and engaged members of civil society, helping to create a better world.

[GenU](#) highlights UPSHIFT, an innovative programme response to empower marginalized youth and adolescents to become social innovators and social entrepreneurs, as a solution which could be scaled up to address skills for employment. The programme is designed to build skills and opportunities for young people who are disadvantaged due to poverty, gender, disability or ethnicity. The programme combines social innovation workshops, mentorship, incubation and seed funding, to equip young people with the skills and resources they need to identify problems in their own communities and design solutions for them. Through UPSHIFT, young people build skills and the wider communities benefit from the solutions they create.

Purpose and objective of the assignment:

Sierra Leone is a Generation Unlimited (GenU) Front Runner Country having been advancing results for young people (aged 10-24) across Education/Skills, Entrepreneurship, Employment and Youth Engagement. Additionally, UNICEF Sierra Leone has been working towards implementing solutions at scale with focus on scaling up digital connectivity, online/remote learning, work, and livelihoods platforms, including as a response to COVID-19. The Country Office, as per Global Guidance, now looks to support convergence between GenU, Giga and Learning Unlimited, to help ensure synergy between the workstreams and enable the availability of digital connectivity and platforms to help build foundational, transferable, digital, entrepreneurial, and job-specific skills.

Along with UPSHIFT, “GIGA” has also been launched with ITU. This is a new initiative to connect every school to the internet, and every young person to information, opportunity and choice.

The GenU & Youth Innovation Consultant reports to the Innovation Specialist, P-4, for general guidance and direction. The Consultant supports the Innovation Unit and Education Section in planning, managing and monitoring the GenU programme including but not limited to Learning Unlimited, Giga initiative and UPSHIFT activities supported by UNICEF Sierra Leone.

Scope of Work:

Under the general guidance and supervision of the Innovation Specialist, the post has the following key functions/accountabilities:

- Support and facilitate the rollout of the GenU convergence programme with Learning Unlimited and Giga.
- Underpin UNICEF’s role as a convener to enable the scale-up of the GenU partnership at country level.
- Develop a scaling-up strategy of the Generation Unlimited in Sierra Leone reflecting priorities and solutions by young people of Sierra Leone, enabling every young person aged 10-24 to be in some form of school, learning, training or employment.
- Maintain collaboration with government of Sierra Leone and identify new opportunities for engaging other stakeholders to contribute to GenU Sierra Leone.
- Engage in partnership building with private sector and opportunities for empowerment and meaningful engagement of adolescents and young people and identify innovative solutions by and for young people;
- Driving a systems-building approach to the scaled rollout of UPSHIFT.
- Providing management and monitoring on programmatic delivery of results.
- Support the identification of resourcing opportunities and the development of proposals to enable scale up of GenU and UPSHIFT in Sierra Leone.
- Perform other related duties as assigned by the supervisor to ensure the success of the team, as needed.

Child Safeguarding

Is this project/assignment considered as “[Elevated Risk Role](#)” from a child safeguarding perspective?

☐ YES ☒ NO If YES, check all that apply:

Direct contact role ☐ YES ☒ NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

Child data role ☐ YES ☒ NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

Budget Year: 2021	Requesting Section/Issuing Office: Innovation/DepRep	Reasons why consultancy cannot be done by staff:	
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:			
Consultant sourcing: <input type="checkbox"/> National <input type="checkbox"/> International <input checked="" type="checkbox"/> Both Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment	
If Extension, Justification for extension:			
Supervisor: Innovation Specialist	Start Date: April 2021	End Date: March 2022	Number of Days (working) 230 (11.5 mths).
Work Assignment Overview			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
Enable the establishment of the GenU Steering Committee in Sierra Leone.	GenU Steering Committee established.	June 2021.	n/a
Draft CO the GenU & Youth Innovation Strategy, based on desk review, stakeholder engagement, RO and HQ input.	Draft CO the GenU & Youth Innovation Strategy document.	September 2021.	n/a
Prepare a partnership and resource mobilization strategy for the GenU & Youth Innovation activities, including standing proposal.	Draft partnership and resource mobilization strategy document.	September 2021.	n/a
Prepare and curate Sierra Leone's Generation Unlimited Youth Challenge.	Generation Unlimited Youth Challenge event.	October 2021.	n/a
Providing management and monitoring support to UPSHIFT programme facilitating the delivery of results.	Ongoing support to UPSHIFT programme.	Continuous, until December 2021.	n/a
Support the GenU Partnership and programme deployment in Sierra Leone.	Ongoing support to GenU Partnership and programme.	Continuous, until March 2022.	n/a
Support the GenU convergence programme with Learning Unlimited and Project Giga.	Ongoing support to GenU convergence programme with	Continuous, until March 2022.	n/a

	Learning Unlimited and Project Giga programme.		
Develop, draft and share media progress updates on GenU & Youth Innovation work to send bi-monthly and, on an ad-hoc basis, to relevant parties, internal and external.	Progress updates shared at least bi-monthly/	Continuous, until March 2022.	n/a

[illegible]

Approval of Chief of Operations (if Operations):

Approval of Deputy Representative (if Programme)

Representative (in case of single sourcing/or if not listed in Annual Workplan)

ⁱ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed 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

Text to be added to all TORs:

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.