

TERMS OF REFERENCE

Individual Consultant: Consultant for Mental Health & Psychosocial Support (open to National Consultants only) – Re-advertised

Duty Station: New Delhi (home based)

Contract Duration: 18 months

Closing Date: 2nd September 2024

1. BACKGROUND AND PURPOSE

In recent years, UNICEF's work to support the unique needs of young people has gained momentum, as the challenges facing them have come more sharply into view. UNICEF is committed to deliver for all children and young people through its overall impact goal of 'realizing the rights of every child, especially the most disadvantaged. Building on the current work with, and for, adolescents, in line with the United Nations Youth Strategy, UNICEF is developing a new global partnership, Generation Unlimited (GenU), which is dedicated to expanding opportunity for young people from ages 10 to 24 years. Maximizing the potential of the United Nations system, Governments, Civil Society Organizations, and the private sector, and of young people themselves, GenU is focused on finding new ways to ensure that every young person is in school, undergoing formal or informal learning or training, or is employed by 2030. The focus will be on reaching those in the greatest danger of being left behind: including girls, the poor, young people with disabilities or on the move, or affected by conflict and natural disasters.

YuWaah, the Indian chapter of GenU is a public-private-youth partnership, with a mission to enable every young person in India, especially the most disadvantaged, to realize their potential by accessing learning, career guidance, social impact and economic opportunities, and support their mental wellbeing.

The mental health of young people in India is an area of increasing concern. According to a 2018 report by the World Health Organization (WHO), 7.5% of Indians suffer from mental health disorders, and young people are particularly vulnerable. The report also states that suicide is the leading cause of death among Indians aged 15-29. For India, the economic loss due to mental health conditions, between 2012-2030, is estimated at USD 1.03 trillion. (World Health Organization)

The significance of mental health and wellbeing in the overall health of children and adolescents cannot be overstated. Research consistently demonstrates that early detection and intervention in mental health issues can significantly alleviate the burden on affected individuals. The socio-economic impact of untreated mental health issues is profound, affecting academic performance, employability, and societal engagement. Therefore, there is a need for comprehensive, multi-sectoral interventions to address the diverse challenges faced by adolescents and youth in India. There is a need to work with key ministries to ensure that both in and out of school/college children, adolescents and youth are targeted through preventive mental health interventions.

The purpose of this consultancy is to support UNICEF India in implementing its emerging area of work on enabling mental health and wellbeing of adolescents and young people.

2. OBJECTIVES

The consultant will:

- Support Facilitation of MHPSS programming for young people across school and higher education systems
- Coordinate and liaison with the Ministry of Education on MHPSS programming in school and higher education systems
- Support and coordinate a national consultation and technical advisory group on enabling mental wellbeing of adolescents and young people
- Coordinate with UNICEF sections and teams (Child protection, Health, Education) to help converge various engagement initiatives on mental wellbeing of adolescents and young people
- Develop and finalize a year-long engagement plan for YuWaah to enable mental wellbeing of adolescents and youth aligned to global GenU and UNICEF priorities
- Develop a master presentation and concept note for funding

- Support the identification and liaisons partners from the private, CSO and public sector for collaboration and implementation of YuWaah’s Mental Wellbeing work, provide oversight on innovative pilots on enabling mental wellbeing
- Support the planning and implementation of YuWaah’s mental wellbeing work on key calendar dates with partners and young people
- Tracking programmatic and partnership outcomes
- Study on effective strategies towards convening and converging partnership ecosystem

3. MAJOR TASKS AND ACTIVITIES TO BE ACCOMPLISHED

Work Assignments Overview (Include Major Tasks and Activities)	Deliverables/Outputs	Date for submission of Deliverable	No. of Deliverables
1. Development of one-year workplan for enabling Mental Health and Psycho-social Wellbeing for adolescents and young people, with a focus on transition from learning to earning	Gantt chart capturing Joint action programme of YuWaah and UNICEF carrying activities, timelines, and outcome indicators FY 2024-2025	16 Oct 2024	1
2. Support towards conduction of national consultation on mental wellbeing	Agenda for National Conclave; Outcome report	10 Nov 2024	2
3. Implementation roadmap with milestones, roles, and responsibilities for Ministry of Education on implementing holistic mental wellbeing interventions in schools	Rolling Workplan FY 2024-25 on Mental Health and Wellbeing programming for adolescents and young people based in schools	15 Dec 2024	1
4. Research and documentation of best practices on scalable school based mental well-being programs	Report (desk research – pan India) on best practices on enabling mental wellbeing through school systems	5 Jan 2025	1
5. Documentation of guidelines on enabling mental well-being through school systems	National Guideline document developed for implementation of MHPSS in schools for young people	30 Jan 2025	1
6. Coordination with key partners on MOE’s mental wellbeing priority areas, ensuring a regular cadence of meetings and documentation of the same.	*Terms of Reference (TOR) developed for review group members/meeting attendees *Document carrying Minutes of the meeting for at least 3 meetings conducted with all stakeholders	15 Feb 2025	2
7. Resource expansion strategy for Mental Health and Wellbeing programming for adolescents and young people	Master strategy note customized to meet at least 3 donor agendas; Pitch deck outlining YuWaah’s Mental Health and Wellbeing programming for young people	01 Mar 2025	2
8. Comprehensive proposed draft budget for roll-out of guidelines on enabling mental wellbeing through school systems	Budget summary table for proposed allocation on school systems strengthening	13 Mar 2025	1

9. Development of training manual for school functionaries (teachers & administrators)	One training manual for teachers & administrators carrying Table of contents, content outline and activities of training	10 Apr 2025	1
10. Development of training manual for front-line workers (counsellors, other cadres identified)	One training manual for front-line workers carrying Table of contents, content outline and activities of training	4 May 2025	1
11. Identification and engagement of 1 solution partner on testing and scaling models of Mental Health and Wellbeing programming for adolescents and young people based in schools	Proposal carrying key activities and costed implementation plan of partner on innovative solution	25 May 2025	1
12. Identification and engagement of 1 solution partners on testing and scaling models of Mental Health and Wellbeing programming for young people based in colleges	Proposal carrying key activities and costed implementation plan of partner on innovative solution	15 Jun 2025	1
13. Technical guidance and support towards development of online self-paced resources for training for school functionaries and front-line workers	Report on structure and resources for online course	11 Jul 2025	1
14. Strategy document for strengthening evidence and knowledge products	Study background, objective, methodology, literature review and potential application and dissemination plans detailed for At least 3 knowledge products	30 Jul 2025	3
15. Collating resource package for adolescents and young people on understanding mental well-being, as well as self-care and referrals.	Comprehensive resource package (helpline, IEC, referrals, training chapters, screening scripts etc.) creation for adolescent/ youth facing functionaries who engage adolescent and youth beneficiaries across learning, skilling, career guidance, volunteering, and livelihood gain access to MHPSS information services.	5 Sep 2025	1
16. Creation of a comprehensive and costed communications and advocacy strategy on mental health and psychosocial support with young people	Strategy note; Operationalization plan on communications and advocacy on mental health and psychosocial support	27 Sep 2025	2
17. Conceptualisation and facilitation of public-private-youth partnerships consortium on MHPSS	Note on consortium containing vision, plan of action, and objectives of consortium	23 Oct 2025	1
18. Stakeholder Mapping based on ecosystem of public, private, youth and foundations working on MHPSS, their priorities,	Comprehensive Index of stakeholders carrying information regarding their priorities, influence, benefits and risks and overall value proposition	6 Nov 2025	1

influence, and overall value proposition			
19. Shortlisting and facilitation of 10 partners as consortium members.	A partner monitoring matrix carrying Partner contact details, proposed deliverables, status of partnership and timelines.	30 Nov 2025	1
20. Ideation, design, and coordination Support towards convening of 1 meeting of consortium for joint action on MHPSS in the form of a collaboration circle towards identifying systemic gaps and priorities FY 2025	Document / report with Meeting agenda and Minutes of meetings	20 Dec 2025	1
21. Theory of Change for the MHPSS consortium derived through consultation with consortium members.	TOC visual representation alongside narrative detailed in the form of a PPT	22 Jan 2026	2
22. Ideation, design, and coordination support towards convening 1 meeting of consortium of multi-stakeholder partners towards mapping common minimum program for joint action on MHPSS FY 2025-26	Document/report with Meeting agenda and Minutes of meetings	17 Feb 2026	1
23. Ideation, design and coordination support towards convening of 1 meeting of consortium for developing a joint workplan and responsibilities for a comprehensive campaign on mental health	Document/report with Meeting agenda and Minutes of meetings	27 Feb 2026	1
24. Detailed Campaign engagement strategy on MHPSS wellbeing for young people	PPT Deck + concept note carrying details of omni channel Campaign engagement strategy	28 Mar 2026	2

4. DUTY STATION

New Delhi (home-based)

5. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)

There will be 5 air travel trips of 3 days each (total 15 days) to program implementation areas in Chhattisgarh, Mumbai, Kerala.

6. ESTIMATED DURATION OF CONTRACT

18 months, from 1st October 2024 to 31st March 2026.

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

Qualification:

- Minimum education requirement of a bachelor's degree in development, social sciences, public policy, social work
- Preferred advanced degree in mental health related subjects like psychology and social work

Years of Experience/Knowledge/Expertise/Skills required:

- In-depth expertise in Mental health, psycho-social wellbeing and youth engagement with demonstration of engagement for a minimum of 3 years essential
- Knowledge of mental health issues affecting adolescents in India, especially in intersection with areas of skilling, jobs, entrepreneurship
- Demonstrated fundamental analytical skills (e.g. ability to find correlations and pull out commonalities in priorities expressed by stakeholders) preferred
- Understanding of key concepts of gender and equity is good to have
- Experience on diverse methods of monitoring & evaluation and learning framework
- Experience in working with public and private sectors is good to have especially UN agencies
- Familiarity with the SDGs and the individual targets, especially those related to climate change, gender, jobs and youth preferred

8. TECHNICAL EVALUATION CRITERIA (WITH WEIGHTS FOR EACH CRITERIA)

Technical and Financial ratio is 75:25 (technical proposal-75 points and financial proposal-25 points)

S. No.	Evaluation Criteria	Max. Marks	Min. Marks
2.	Relevant Experience (i) At least three years of experience working specifically on Mental health, psycho-social wellbeing and youth engagement (15 marks) (ii) Relevant experience on diverse methods of monitoring, evaluation and learning framework (15 marks) (iii) Demonstrated skills such as fundamental analytical skills through submission of a sample report (10 marks) (iv) Demonstrated skills of having developed and monitored on youth engagement and mental health programme (5)	45	42
3.	Cover Letter Cover letter highlighting suitability for the consultancy along with technical knowledge and skills acquired and examples of their applications especially towards youth engagement on mental health and psycho-social wellbeing, monitoring, learning and evaluation with a focus on gender inclusion and equity	10	
	Sub-Total	55	42
3.	Interview	20	n/a
	Total	75	56

Note: Applicants scoring 42 marks (out of 55) will be called for interview. Qualifying score in technical evaluation is 56 out of 75 marks.

9. 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.

10. 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 to ensure 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.

HOW TO APPLY:

The application to be submitted through the online portal and must contain four separate attachments, as follows:

1. A cover letter (max 2 pages) highlighting suitability for the consultancy along with technical knowledge and skills acquired and examples of their applications especially towards youth engagement on mental health and psycho-social wellbeing, monitoring, learning and evaluation with a focus on gender inclusion and equity **(to be uploaded online under “Cover Letter” tab)**
2. A sample Report demonstrating fundamental analytical skills **(to be uploaded online against “Other – Applicant” tab).**
3. An updated CV demonstrating all requirements stated above **(to be uploaded online under “Resume” tab)**
4. A financial proposal indicating all-inclusive amount (professional fee + travel cost as applicable) against each of the deliverable, as per the template attached. Please do not forget to specify your name in the file while saving **(to be uploaded online under “Financial Proposal” tab).**

Important Note: Please do not indicate financials anywhere else in the online application form, please mark "n/a or 00", under the fee related questions in the online application form.

Without all the above 04 documents, your application will be considered incomplete and invalid and will not be considered further.

- Any attempt to unduly influence UNICEF’s selection process will lead to automatic disqualification of the applicant.
- Joint applications of two or more individuals are not accepted.
- Please note, UNICEF does not charge any fee during any stage of the process.
- Women, trans, non-binary and gender diverse candidates meeting the requirements are strongly encouraged to apply.
- UNICEF is committed to diversity and inclusion and encourages qualified candidates from all backgrounds including persons living with disabilities to apply.
- General Terms and Conditions for the Consultancy Contract is attached, for your reference.

For any clarifications, please contact:

UNICEF

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