

## **TERMS OF REFERENCE**

### **Consultant - Lead Economic Opportunities (Jobs, Entrepreneurship & Apprenticeship) for Youth, YuWaah (open to Indian Nationals only)**

**Duty Station:** New Delhi

**Contract Duration:** 6 months, from July to December 2023

**Closing Date:** 30<sup>th</sup> April 2023

#### **1. BACKGROUND / RATIONALE**

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 delivering for all children and adolescents 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 opportunities for young people from ages 10 to 24 years. Maximising 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, young people with disabilities or on the move, or affected by conflict and natural disasters.

The India version of GenU has been named YuWaah. It signifies catalytic partnerships to unleash the potential of young people. Since its launch in November 2019, YuWaah has built alliances with a range of stakeholders such as the Government, civil society, UN and other international organizations, the corporate sector and, of course, young people themselves. It has provided a platform for exchange of ideas, dissemination of existing employment, skilling and learning initiatives, youth engagement and amplification of youth aspirations, choices and unmet needs.

Out of the three thematic pillars under GenU/YuWaah, Pillar 1 involves aspirational economic opportunities for young people. This pillar specifically involves:

- i. Building hyper local job connects
- ii. Promoting apprenticeships
- iii. Enabling ecosystem for youth entrepreneurship

#### **2. PURPOSE OF ASSIGNMENT**

The consultancy position will be part of national YuWaah team based in Delhi and will be responsible for coordination and supporting the operations of the Pillar 1 Taskforce "Economic Opportunities" and support YuWaah initiatives under this Pillar.

She/he will have interaction and coordination with public and private sector organizations including NGOs, UN Agencies, Government – national and state, private sector, industry aggregators, solutions partners, young people and UNICEF state offices. The consultant will support GenU/YuWaah related planning, communication with key partners and knowledge management.

#### **3. OBJECTIVES**

The objective of this consultancy is to provide overall expert technical advice and operational support for the thematic area of "Economic Opportunities for young people" and is primarily responsible to support solutions/innovations to scale with partners. S/he will lead the development and implementation of YuWaah's strategy in this field and will be primarily responsible for identifying strategic partnerships with key actors in skilling, employment, and entrepreneurship ecosystem (including at scale apprenticeship and internship possibilities, opportunities of job matching and programmes to foster youth entrepreneurship especially in rural India).

#### 4. MAJOR TASK, ACTIVITIES, DELIVERABLES AND DEADLINES

S.No.	Major Tasks and activities	Deliverables/Outputs	Timeline
1.	On the basis of workplan, finalize the implementation activities related to hyper local job connects and apprenticeships	Submission of activity finalization report on hyper local job connects and apprenticeships	By 10 <sup>th</sup> Aug 2023
2.	On the basis of workplan, finalize the implementation activities related to youth entrepreneurship	Submission of activity finalization report on youth entrepreneurship	By 10 <sup>th</sup> Sep 2023
3.	Contribute to enablement of Yuwaah aggregator platform and Yuwaah skills platform through relevant partnerships	A detailed report on Pillar 1 functionalities to be included in YuWaah platform.	By 30 <sup>th</sup> Sep 2023
4.	Identify and establish partnerships with new key actors in the field of job connects, apprenticeship, youth entrepreneurship (private sector, government, academia, CSOs etc.).	At least 3 SoIs / partnership agreements signed.	By 30 <sup>th</sup> Nov 2023
5.	Apply/introduce innovative approaches to enhance economic opportunities for young people within YuWaah ecosystem for the delivery of concrete and sustainable results.	Submission of approach document.	By 10 <sup>th</sup> Oct 2023
6.	Monitor 5 key partnerships (including field visits), surveys and/or exchange of information with partners/ stakeholders to assess progress, identify bottlenecks and potential problems and take timely decisions to resolve issues and/or refer to relevant team members for timely resolution.	Submission of monitoring visit reports	By 30 <sup>th</sup> Dec 2023

#### 5. DUTY STATION

New Delhi (home-based consultancy)

#### 6. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)

The consultant will be expected to travel State capitals of Haryana, Punjab, Rajasthan and any other state as requested by supervisor. There will be 5 air trips with total 10 days.

#### 7. ESTIMATED DURATION OF CONTRACT

6 months (approx.), from July to December 2023.

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

##### Minimum Qualifications required:

An advanced university degree (Master's or higher) in social science or relevant field

##### Experience/Knowledge/Expertise/Skills required:

- At least 10 years of progressively responsible professional work experience at national and / or international levels in programme/project planning and implementation, with a particular emphasis on livelihood enhancement, employment connects, entrepreneurship promotion.
- Developing country work and/or field experience is an asset

- c. Proven ability to conceptualize, plan, develop, implement, monitor evaluate and report on programmes in the areas indicated above, and to transfer knowledge and skills.
- d. Ability to develop partnerships and to network in the areas of education, skills, youth engagement and employment.
- e. Knowledge of the latest developments and technology in related fields.
- f. Accuracy and professionalism in document production and editing;
- g. Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development;
- h. Ability to work and adapt professionally and effectively in a challenging environment;
- i. Ability to work effectively in a multicultural team of international and national personnel
- j. Fluency in English & Hindi (written and verbal) is required

## **10. TECHNICAL EVALUATION CRITERIA (WITH WEIGHTS FOR EACH CRITERIA)**

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

### **1) Educational Qualifications (10)**

An advanced university degree (Master's or higher) in social science or relevant field

### **2) Relevant Experience (20)**

At least 10 years of progressively responsible professional work experience at national and / or international levels in programme/project planning and implementation, with a particular emphasis on livelihood enhancement, employment connects, entrepreneurship promotion.

### **3) Technical Knowledge and Skills (10)**

Ability to conceptualize, plan, develop, implement, monitor evaluate and report on programmes in the areas on livelihood enhancement, employment connects, entrepreneurship promotion, and to transfer knowledge and skills

### **4) Interview (35)**

#### **Notes:**

Candidates securing 32 points out of 40 (under criteria 1, 2 and 3) will be invited for interview. Candidates need to score 60 points to qualify in technical evaluation.

## **11. PAYMENT SCHEDULE**

Payment will 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

## **12. 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 three separate attachments, as follows:

1. A cover letter (max 2 pages) outlining understanding of the scope and activities, motivation to undertake it and demonstrating fit for the assignment, demonstrating ability to conceptualize, plan, develop, implement, monitor evaluate and report on programmes in the areas on livelihood enhancement, employment connects, entrepreneurship promotion, and to transfer knowledge and skills **(to be uploaded online under “Cover Letter” tab)**
2. An updated CV demonstrating all requirements stated above **(to be uploaded online under “Resume” tab)**
3. 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 03 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

Supply & Procurement Section

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