TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
International Consultancy Service to Conduct Situation Analysis (SitAn) of Children and Adolescents in Lesotho	**WBS: 2520/A0/05/880/004/002** Non-Grant	☒ *Consultant* ☐ Individual Contractor Part-Time ☐ Individual Contractor Full-Time Equivalent level of function of the assignment:	Maseru

Purpose of Activity/Assignment:

Through a participatory process and using appropriate methodology, a human rights-based approach, and an equity focus, develop a Situation Analysis of Children and Adolescents in ***Lesotho***

Scope of Work:

1. BACKGROUND

The Situation Analysis (the SitAn) of children's rights and well-being is a flagship product designed to inform policy dialogue, partnerships, and interventions to improve the lives of children. It assesses and analyzes the country's situation concerning children's rights and critical issues affecting their realization. The SitAn is crucial to the child rights monitoring (CRM) framework. It represents a key UNICEF programmatic output that helps focus on knowledge gaps related to inequities and child deprivations. Furthermore, by promoting the broad engagement of all stakeholders, SitAn is expected to inform policy dialogue in the country and child-focused policy advocacy to make an essential contribution to accelerating the achievement of child-related goals with equity.

The SitAn reflects UNICEF's role to urge all levels of governments and all key stakeholders to use the Convention on the Rights of the Child as a guiding mechanism in policy making and legislation to:

- Develop a comprehensive national agenda.
- Develop permanent bodies or mechanisms to promote coordination, monitoring, and evaluation of activities throughout all government sectors.
- Ensure that all legislation is fully compatible with the Convention and, if applicable, the Optional Protocols by incorporating the provisions into domestic law or ensuring that they take precedence in cases of conflict with national legislation.
- Make children visible in policy development processes throughout the government by introducing child impact assessments.
- Analyze government spending to determine the portion of public funds spent on children and to ensure that these resources are being used effectively.
- Ensure that sufficient data are collected and used to improve the situation of all children in each jurisdiction.
- Raise awareness and disseminate information on the Convention and the Optional Protocols by providing training to all involved in government policy-making and working with or for children.
- Involve civil society – including children–in implementing and raising awareness of child rights.

Bearing in mind the findings of the 2011 **Situation analysis of children and women in the Kingdom of Lesotho**, as well as recommendations provided by the CRC (2014) and CRPD (2015), and conducted extensive consultations with all relevant stakeholders, including children, UNICEF and the Government of **Lesotho** agreed to adopt a Country Programme Document (CPD 2019-2023) with a budget of USD 52.4 million, that looks towards improving the lives of children in Lesotho through four critical outcomes of Child Survival and Development, Basic Education and Adolescent Development (BEADS), Child Protection, and Social Policy, all of which are supported by the cross-cutting Programme Effectiveness Outcome.

As we are approaching the new Country Programme cycle, there is a growing need to update the analysis and provide UNICEF and its partners with new and robust evidence on the situation of children and adolescents in the country, particularly the most vulnerable, to inform programme decisions and guide policy advocacy and partnership efforts, as well as to track the progress of child rights implementation

UNICEF, its partners, and other stakeholders conducted several major pieces of research, studies, and evaluations that provided new evidence that could be used to strengthen and broaden data/information evidence on the situation of children and adolescents in the country

Given the above, UNICEF **Lesotho** CO is seeking the services of an individual international consultant to develop the SitAn report using the available evidence while paying due consideration to the Sustainable Development Goals (SDG) agenda, UNICEF Strategic Plan for 2018-2021, UNICEF Gender Action Plan 2018-2021, and the Lesotho **National** Strategic Development **Plan** II (2018-19 – 2022-23) and various global priorities.

2. SCOPE OF WORK

The primary purpose of this assignment is to conduct a human-rights-based and equity-focused Situation Analysis of children and adolescents concerning the realization of children's and adolescents' rights. The analysis should examine the progress, challenges, and opportunities for achieving child rights and well-being and the patterns of deprivation that children and adolescents face. The analysis should be objective and verifiable and is expected to be used by all partners and stakeholders in the country in addressing key challenges preventing children and adolescents, especially the most disadvantaged, from enjoying their rights ensured in the Convention on the Rights of the Child (CRC) and other international obligations of the country.

The Situation Analysis report highlights the country's strategic priorities to reduce disparities and address vulnerabilities, further shaping the national development agenda and accelerating the achievement of national and international development goals regarding children and adolescents, including the Sustainable Development Goals (SDGs). It should look critically at the progress that policy and programme interventions have made towards at-scale coverage of all vulnerable groups, the adequacy of policy delivery, particularly in the budget, and the resources for leaving no child behind.

The SitAn is expected to present robust evidence and highlight opportunities for socially-inclusive development. It should unpack and examine the bottlenecks to the realization of child rights and the interrelated roles of duty-bearer institutions. It should highlight inequalities between groups, socio-economic characteristics, urban/rural and intra-urban disparities, genders, geographic locations, and other dimensions. The SitAn should look at disaggregated data and unpack national and/or subnational averages. Besides presenting an analysis of why inequities exist, it should also show contextualized recommendations on what could be done by key stakeholders to attain/ sustain inclusive social development that guarantees equal inclusion and participation of all groups of children and adolescents. SitAn should be grounded in the country's political, economic, and social realities, review progress towards the Sustainable Development Goals (SDGs), and regional and global issues that affect children's rights and well-being. At the core of SitAn should be national issues, but it also explores global and regional issues that affect the national agenda. With a strong equity focus, SitAn should shed light on the situation of the most deprived children and young people, left invisible or uncounted for.

The main objectives of rights-based, equity-focused SitAn in **Lesotho** are the following:

- Develop a deep understanding of the situation of children and adolescents (including relevant groups of young people in particularly vulnerable situations) by analyzing the policies and strategies and social and economic trends affecting them (data disaggregated by age, gender, urban/rural, ethnicity, socio-economic status, and other relevant factors).
- Identify and analyze the barriers and bottlenecks that prevent children, especially the most disadvantaged children and families, from benefiting from social services across sectors and enjoying their rights.
- For result-based decision-making, provide national government partners with comprehensive equity-sensitive and evidence-based analysis of children and adolescents.
- Provide essential information to non-government partners (NGOs, community-based organizations, civil society, media, and business sector) to be used in their planning and interventions to address the most urgent issues affecting children and adolescents and contribute to the (re)formulation of vital national strategies so that the priorities for the most disadvantaged children and adolescents are integrated into the socio-economic development agenda.
- Identify critical data gaps and contribute to the generation of evidence that can improve the monitoring of the rights of children and adolescents, especially the most vulnerable groups
- Assess the current or potential presence of emergency risks (disaster risks and other potential shocks), the likelihood of their occurrence, the underlying vulnerabilities, and the capacities and coping mechanisms of families, communities, and local and national institutions.

- Analyze to what extent there is an enabling environment for the realization of the rights of all children and adolescents, and analyze how evidence-based interventions and services needed to address deprivations are prioritized in national policies, laws, strategies, plans, and budgets
- Capture new or emerging areas of concern regarding children and adolescents, such as environmental issues affecting them, mental health issues, etc.
- Analyze the role/impact of the business sector on child and adolescent rights fulfillment and public financial management.

The Situation Analysis is relevant to a broader audience, including government bodies, all development partners (including UNICEF), civil society, ombudspersons, children and adolescents, academia, private sector actors, media, and others. Developing the Situation Analysis, therefore, anticipates engagement with the government and key stakeholders, including children and young people. In addition, it serves as an opportunity to promote meaningful dialogue between the main child rights actors in the country on children's and adolescents' issues.

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:	**Requesting Section/Issuing Office:**	**Reasons why consultancy cannot be done by staff:**
2022	Deputy Representative- Programme Effectiveness	This is a CPD related analytical exercise that requires highly specialised technical skills and focus on task for the period of the task.

Included in Annual/Rolling Workplan: ☒ Yes ☐ No, please justify:

Consultant sourcing:	**Request for:**
☐ National ☒ International ☐ Both **Consultant selection method:** ☒ Competitive Selection (Roster/blind requisition/Desk review) ☐ Competitive Selection (Advertisement /Interview)	☐ New SSA – Individual Contract

Supervisor: Kimanzi Muthengi (Deputy Representative)	**Start Date: 01.10.22**	**End Date:30.04.23**	**Number of Days (working)/months** **50 days spread over the period October 2022 and April 2023**

Work Assignment Overview:

3. SPECIFIC TASKS (CONCEPTUAL FRAMEWORK AND METHODOLOGY)

The SITAN should adopt the following indicative framework:

Conceptual framework

The overall conceptual framework of the situation analysis is the Human Rights-Based Approach to Programming (HRBAP). It should provide an understanding of the existing deprivations and inequities and establish the linkages between the underlying causes and barriers to achieving child rights and well-being. The conceptual framework situates the analysis in the country context and recognizes the regional and global issues impacting children's lives in the country. Furthermore, it explores the reasons behind the uneven realization of child rights, inequities in well-being, and the opportunities for achieving progress for all children, especially those who are left behind or at the most significant risk of being left behind.[1]

In addition to the causality analysis that includes acute deprivation, immediate, underlying, and structural causes, the following ten determinants should help categorize critical bottlenecks and barriers:

Determinants of bottlenecks and barriers	**Description**
Social Norms	Widely followed social rules of behavior that generate barriers
Legislation/Policy	Adequacy of laws and policies to reduce/avoid barriers
Budget/expenditure	Allocation & disbursement of required resources
Management /Coordination	Roles and Accountability/ Coordination/ Partnership
Availability of essential commodities/inputs	Essential commodities/ inputs required to deliver a service
Access to adequate services and information	Physical access (services, facilities/information)
Financial access	Direct and indirect costs for services/ practices
Social and cultural practices and beliefs	Individual/community beliefs, behaviors, practices, attitudes
Continuity of use	Completion/ continuity in service, practice
Quality	Adherence to quality standards (national or international

CONCEPTUAL FRAMEWORK AND SPECIFIC QUESTIONS

FRAMEWORK	**QUESTIONS**
COUNTRY OVERVIEW (SCENE SETTING)	• What are population groups affected by national/subnational laws and policies, including budgets, conflict, and economic, social, and environmental factors that lead to inequities? • How does the broader country context contribute to child rights and the well-being of young people? • What macro factors exacerbate inequities? What innovative solutions are accelerating inclusive development? • How are regional, national, subnational, private, public, etc. institutions systematically achieving their obligations on inclusive services and enabling opportunities for children and young people to meet their full potential?
CAUSES, CHALLENGES AND RISKS	• What specific factors have contributed to the realization of child rights and well-being? What are the primary child rights violations in the country? • What are the top factors, including risks (prioritization is vital here), that prevent the realization of child rights and well-being? • What are the key factors that drive inequities in the realization of child rights and well-being? How are children engaged as active agents in decisions?

[1] For more details on Conceptual framework and how to analyze Children's rights in the new generation of SitAn please see UNICEF (2019), Core guidance; New Generation Situation Analysis, p 14. (Annex 1)

	• Do children and young people, especially the most vulnerable, enjoy their rights to (available, access, use, adequate and effective) coverage of commodities, services, and opportunities?
CHILD RIGHTS AND WELL-BEING: PROGRESS AND INEQUITIES	• What progress has been made in achieving children's rights and well-being against all rights and across relevant age groups, such as neonatal, children under five years, young children, youth, and adolescents, as defined within the national context, literature, and evidence? • Has progress been unequal? How large or deep are the deprivations faced by marginalized groups, such as girls and women, those living in poverty, children with disabilities, minorities, refugee children, and children affected by migration, among others? Who are the groups left behind, where, and why? Among the children being left behind, who faces severe and intersecting deprivations and disadvantages or multiple forms of discrimination that make them likely to be the furthest back? How resilient are children to shocks and stressors?
GLOBAL AND REGIONAL ISSUES	• What are the global and regional issues that impact child rights and well-being? Has there been country progress in addressing the concluding observations of the periodic reports of the United Nations Convention on the Rights of the Child and related human rights treaties? How are cross-border issues and openings (migrations, trafficking, digitalization, etc.) being addressed/harnessed at scale? • How does the realization of child rights and well-being contribute towards achieving the SDGs in the country and addressing emerging issues?

A total of 50 consultancy working days are estimated for this assignment with the following estimated share of days:

Tasks/Milestone:	**Deliverables/Outputs:**	**Timeline (period/deadline)**	**Payment structure (% of the total fee)**
▪ Inception Phase – a total of 14 working days	▪ SitAn inception report	October 30th, 2022	20%
▪ Data Collection Phase – a total of 10 working days	▪ Preliminary report on key findings and conclusions; up to 30 pages	November 30th, 2022	10%
▪ Analysis and Reporting Phase, including validation presentation – a total of 26 working days	▪ Comprehensive SitAn information – for UNICEF's internal usage – up to 150 pages	February 28th, 2023	30%
	▪ Summary SitAn Report (Alpha SitAn) – 40 pages	April 30th, 2023	40%

Inputs on submitted inception and draft reports provided by UNICEF and other stakeholders should be addressed in the final documents.

All submissions should be electronic. All materials submitted to UNICEF should be delivered in English. In contrast, preliminary reports on key findings and conclusions, Summary SitAn Report, and PPTs should be submitted in English and (national) languages.

Based on the UNICEF *Core Guidance: New Generation Situation Analysis*, a suggested outline for the report includes the following elements:

HEADING	CONTENT
1. EXECUTIVE SUMMARY - Acknowledgments - Structural Determinants Analyses (SDA) and Conclusions	
2. INTRODUCTION - The primary and secondary aims of the analysis should be clearly explained - The methodology, limitations and constraints, and ethical issues, provide information on the process explained - The audience should be presented, i.e., who will use the analysis and how they will benefit from it; as well as dissemination and advocacy strategy	
3. COUNTRY OVERVIEW	
3.1 Demographic profile	- shows country population characteristics - provides insights on population trends with a special focus on children and young people - provides impact analysis of children and young people - includes insight into urbanization and the characteristics of urban and rural populations.
3.2 Political Economy and Governance:	- describes the context of the distribution of power and resources - describes the governance structure and levels of decentralization and their impact on child well-being - describes key political and economic trends: economic growth, the structure of the formal and non-formal economy - outlines the excluded populations - flags how the inclusion of vulnerable people can be taken to scale
3.3 Poverty	- provides poverty analysis and poverty profile; - highlights the proportion of children living in monetary and multidimensional poverty - presents the proportion of poor households; - gives an analysis of child poverty and the level of the child assesses trends in poverty reduction and analysis of inequalities - shows both monetary and multidimensional poverty; makes clear which groups of children suffer disproportionally from poverty and experience deprivation
3.3 Humanitarian Risk Profile	- outlines risks and drivers of a humanitarian crisis, disasters, unplanned urbanization, extreme weather, emergencies, and protracted crisis at the national and local level - describes mitigation strategies - provides analysis of the capacities and readiness of the preparedness of various levels of governments and other stakeholders - includes a description of risks of transnational nature - provides analysis of how identified risks may impact children and young people, families, and communities
3.4 Gender Profile	- provides analysis of unequal outcomes for girls and boys; - shows gender-related barriers and causes that underpin them - includes qualitative analysis of immediate, underlying, and structural causes - includes a review of the demand and supply of services, the socio-cultural environment, and legislative and policy frameworks. Data should be disaggregated whenever possible.

4. THE ENABLING ENVIRONMENT FOR CHILDREN'S RIGHTS	
4.1 Legislation and Policy	- description and analysis of the legal framework underpinning the realization of child's rights; - who is affected by national and sub/national laws, policies, and strategies; - Assessment of institutions and institutional capacity to achieve their obligations on child rights realization.
4.2 Public finance	- provides analysis of the financing landscape for children's policies and issues - presents national budget allocations and spending for social services critical for child well-being - provides insight into how finances contribute to child rights implementation.
4.3 Drivers of Inequalities	- presents a causality analysis of drivers of inequalities that affect children and young people in the country - puts particular focus on groups of vulnerable children - provides analysis of inequalities across age categories
4.5 Stakeholders	- maps main child rights stakeholders in the country in a broader sense - highlights the systems and mechanisms for engagement of children and young people in a meaningful manner, - includes analysis of the private sector and the business, multilateral financial institutions, and regional bodies
4.6 Business	- assesses the direct and indirect impact of business on children and families - looks at the role of the private sector as a stakeholder in offering solutions and decision-making in the country - analyses the business environment from the perspective of child rights focusing on care values, potential and practical contributions to advance social inclusion and scale up results for children and young people
4.7 Assessment of Essential Products/Services, Markets, and Supply	- provides an assessment of the essential commodities and services - identifies most critical issues that facilitate or hinder access to commodities and services - assess availability, affordability, and accessibility of necessary and innovative commodities and services and their cost, speed, and quality of delivery - includes potential strengths of local markets, including the potential capacity to scale new products/services - assess public and private sector capacities to produce and deliver commodities and services and potential partnerships for realizing child rights through the supply
4.8 Knowledge, attitudes, and practices	- analysis of knowledge attitudes and practices preventing the realization of child rights. - Assessment of social norms and individual behaviors and the barriers they create for the realization of rights for children
4.9 Data for children	- Analysis of the national statistical system's (NSS) capacities and gaps for monitoring child rights - this should provide a broad understanding of the legal, institutional, and resources available for statistics production, processing, uptake, and use; and - assess inclusive child-related data and statistics production capacities and alignment with international standards - assess accessibility, uptake, and use of child-related data and statistics for driving results for children
5. THE RIGHTS OF CHILDREN (ANALYSED DIMENSIONS)	
5.1 Right to Health and Welfare	a. Right to health and health services b. Right to life, survival, and development c. Right to social security

	a. Rights of disabled children
5.2 Right Education, leisure, and cultural activities	a. Right to education b. Right to leisure, play, and participation in cultural and artistic activities c. Rights of disabled children
5.3 Right to Protection, Family Environment, and Alternative Care	a. Administration of juvenile justice; Rehabilitation and reintegration of victims of violence, Restriction of liberty b. Protection from all forms of violence, sexual exploitation, drug abuse, child labor c. Separation from parents; adoption; children deprived of their family environment; periodic review of placement and treatment; parental guidance; responsibilities and state's assistance d. Protection of children belonging to a minority or an indigenous group, disabled children e. Refugee children, Family reunification, Illicit transfer, and non-return b. Right to an adequate standard of living
5.4 Right to Participation - Civil Rights and Freedom	a. Right to name, nationality, and to know and be cared for by parents b. Freedom of association and peaceful assembly c. Freedom of expression, freedom of thought, conscience, and religion d. Preservation of child's identity and protection of privacy e. Child's access to information and the role of mass media
For all dimensions: - Analysis of progress on achieving rights in the respective areas - identification of main child rights violations - application of the determinant analysis - data should be age and gender disaggregated - the special focus should be given to children and adolescents living in vulnerable circumstances	
6. CONCLUSIONS AND RECOMMENDATIONS - prioritizes the top issues and opportunities impacting child rights in the country - identifies data and evidence gaps - provides recommendations by identifying change strategies - address the gaps and recommend further research and analysis needed - recommendations to address all stakeholders in the country, including the government and UNICEF	

Minimum Qualifications required: ☐ Secondary Certificate ☐ Bachelors ☒ Masters ☐ Ph.D. ☐ Other **Enter Disciplines:** Advanced degree in social sciences, international development, or related fields relevant to the assignment **Work experience** Recognized institution/researcher with proven experience in public policy, social policy, and policy analysis, public finance, and child/human rights Language	**Knowledge/Expertise/Skills required:** • Strong analytical skills – references to previous work or institutions • Excellent knowledge of statistics, social service systems, development agenda • Previous experience with UNICEF is an advantage. • At least five years of relevant experience in the development of analytical reports and policy documents related to children and adolescents; • Proven experience in quantitative and qualitative data analysis, policy (and finance) analysis (including experience in the consistent use of age and sex-disaggregated and gender-sensitive data), and report preparation; • Knowledge of human rights-based approach to programming • Experience in facilitating consultations with government representatives, NGOs, academia, children, adolescents, and other stakeholders • Fluency in English – for all team members • Excellent writing skills
	☒ Home Based ☒ Office Based: If office-based, seating arrangement identified: ☐ IT and Communication equipment required: ☐
Request by: _____	***Request reviewed and authorized by:*** _____
Review and approval by HR/Operations Manager _____	***Review and endorsement by Deputy Representative:*** _____
Approval by Representative	