**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title: Consultant- Lead T4D and Innovations, YuWaah** | **Funding Code:** | **Type of engagement**  Consultant | **Duty Station:**  **New Delhi** |
| **Purpose of Activity/Assignment:** The purpose of this assignment is to Identify, onboard and nurture partnerships across government, CSO and private sectors, to facilitate the expansion and sustained implementation of Youth Innovation programming within and outside of institutions (schools, colleges, It is etc.) across ICO, along with aiding quarterly technology platform upgrades as per ongoing user requirements and learnings from user interactions with the platform. | | | |
| **Scope of Work *(Include Background/Rationale/Key Objectives of the Assignment)*:**  **Background-**  Driven by its mission to deliver results for children, UNICEF has come together with its public and private sector partners to establish the Generation Unlimited (GenU) (known as ‘YuWaah’ in India). GenU is a global multi-stakeholder platform that aims to prepare young people to transition to productive work and active citizenship. In India, by 2030, GenU aims to: Build pathways for 100 million young people to aspirational economic opportunities Facilitate 200 million young people to gain relevant skills for productive lives and the future of work Partner with 300 million young people as changemakers and create spaces for developing their leadership. As part of its focus on economic opportunities, skilling and civic engagement, YuWaah, UNICEF India has been developing systems, platforms and processes to help young people achieve their aspirations. In India until very recently, a majority of the education system’s pedagogy and syllabus laid emphasis on literacy, numeracy and rote learning-centric pedagogy. As a result, young people have been graduating from schools, equipped with fundamental skills, which narrow-streamed their job opportunities and impact their workforce participation.  The National Education Policy is heralding a new order across India by influencing a systemic shift towards higher-order skills such as critical thinking, creative thinking, problem-solving etc. Another opportunity at hand is the political-economic thrust across India towards building self-sufficient individuals and self-sustaining communities to forge a new post-pandemic normal. Thus, YuWaah is enabling the ASE Innovation Challenge # an innovation challenge for the youth across different states in India. Central to the ASE Generation programme is the UNISOLVE platform to promote design thinking and the development of 21st-century transferable skills in upper primary and secondary government schools. #UNISOLVE was conceived as digitalization of the Global Office of Innovations’ UPSHIFT Social Innovation Framework through a school-based teacher-facilitated blended delivery model. Designed with and for the education system with scalability in mind, the UNISOLVE technology platform integrates two major components: 1) A Learning Management System (LMS) and 2) Challenge Management System (CMS). The LMS will capacitate teachers and facilitators and aid them in supplementing the students’ learning journey. It will also facilitate students’ individualised access to an online digital UPSHIFT curriculum that they may uptake in a self-paced manner. The CMS will activate competitions where young people’s innovative ideas/solutions are submitted, and evaluated, and the best teams receive seed funding and mentoring support to implement their solutions # thus enabling automated, asynchronous management of learning, solutioning and idea submission, which can then be supplemented by mobilising mentorship, prototyping, incubation, and commercialisation support from the offline ecosystem. The prototype platform was co-created by UNICEF HFO and Inqui-lab Foundation in 2021 and has since been administered across 200,000+ students and 20,000+ teachers. Insights from generated data and user feedback have informed the enhancement of the platform and programme implementation model. YuWaah aims to scale up the UNISOLVE platform and stimulate a culture of innovation across the country through national and state level ecosystem partners including government, CSO and private sector stakeholder groups. | | | |
|  | | | |
| **Child Safeguarding**  Is this project/assignment considered as “[Elevated Risk Role](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Guidance%20on%20Identifying%20Elevated%20Risk%20Roles_finalversion.pdf?CT=1590792470221&OR=ItemsView)” 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).  Approx. around 50 hours for coordinating events and human interest stories etc. |   More information is available in the [Child Safeguarding SharePoint](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/SitePages/Amendments-to-the-Recruitment-Guidance.aspx) and [Child Safeguarding FAQs and Updates](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Child%20Safeguarding%20FAQs%20and%20Updates%20Dec%202020.pdf) | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Consultant sourcing:**  National | | | | **Request for:**  New SSA – Individual Contract | | | | |
| **Supervisor: Programme Manager (Chief Operating Officer), YuWaah** | | **Start Date: 01.07.2023** | **End Date: 30.06.2025** | | | | | |
|  | |  |  | | | | | |
| Work Assignments Overview (*Include Major Tasks and Activities)* | Deliverables/Outputs | | | | | Timeline/Date for submission of Deliverable | | Estimated Budget |
| Managing Key Partnerships | At least 3 Formal Partnership documents (SOIs/LOIs/email assent) indicating consent for School Innovation Programme (SIP) cycle 2023-24 | | | | | By End of July 2023 | |  |
| Programme Design and Delivery Oversight | At least 3 state specific workplans developed for UPSHIFT – SIP roll out in discussion with respective state govts. | | | | | By 11th Sep 2023 | |  |
| Technology Design, Incubation and Scale Up | At least 3 State UNISOLVE instances developed and ready for launch, for 2023-24 cycle | | | | | By 11th Oct 2023 | |  |
| Programme Monitoring | Minimum of 12 district specific programme visit reports developed on status of UPSHIFT implementation across targeted schools and teacher training across at least 4 states | | | | | By 24th Nov 2023 | |  |
| Programme Monitoring | Report developed on review of key national levelpartnerships’ progress based on the joint action plan between YUWAAH, NIF and AIM | | | | | By 22nd Dec 2023 | |  |
| Programme Monitoring | Reports developed on status of UPSHIFT course undertaken by students and skills unlocked by students | | | | | By 22nd Jan 2024 | |  |
| Programme Design and Delivery Oversight | Vision document for national level scale up of UPSHIFT for Youth (aged 18-29 years) | | | | | By 22nd Feb 2024 | |  |
| Programme Monitoring | Compendium of Youth-led innovations that have received monetary or in-kind support submitted. | | | | | By 24th Mar 2024 | |  |
| Technology Design, Incubation and Scale Up | Standard operating procedure developed along with needful instructions / documents for facilitating the Transfer of technology. This is vetted by UNICEF. | | | | | By 25th April 2024 | |  |
| Managing Key Partnerships | At least 3 Formal Partnership documents (SOIs/LOIs/email assent) indicating consent for School Innovation Programme (SIP) cycle 2024-25 | | | | | By 27th May 2024 | |  |
| Programme Design and Delivery Oversight | Translated UPSHIFT modules ready for review by SCERTs of at least 3 states (in discussion with supervisor) | | | | | By 21st June 2024 | |  |
| Programme Monitoring | Final Outcome Report carrying status of UPSHIFT implementation across at least 3 states (2023-23 cycle) | | | | | By 22nd July 2024 | |  |
| Technology Design, Incubation and Scale Up | Security audit of both YIP and P2E platforms is completed, and report submitted in accordance with UNICEF requirements and govt. Of India  Data Privacy policy is developed and finalised in accordance with UNICEF guidance, GDPR, GOI PDP bill | | | | | By 30th September 2024 | |  |
| Managing Key Partnerships | Organised and report submitted for one National Convening of ecosystem partners to assess partnership progress towards fostering Youth Innovations at Scale | | | | | By 29th November 2024 | |  |
| Programme Monitoring | Outcome Report developed on status of UPSHIFT implementation and policy/programme integration at the National level in partnership with AIM, NIF, SCERT and state departments of education | | | | | By 29th December 2024 | |  |
| Programme Design and Delivery Oversight | One ‘National Showcase of youth-led Innovations’ organised and compendium of most promising youth-led innovations published | | | | | By 30th Jan 2025 | |  |
| Programme Design and Delivery Oversight | Standard Operating Procedure developed for in-school curricular integration of UPSHIFT | | | | | By 28th February 2025 | |  |
| Programme Design and Delivery Oversight | Proposal and pitch deck for national level scale up of the in-school UPSHIFT model developed | | | | | By 30th April 2025 | |  |
| Programme Monitoring | Outcome report carrying results from impact assessment of in-school implementation of UPSHIFT programme on young people. | | | | | By 30th June 2025 | |  |
| Travel - International (if applicable) |  | | | |  | |  | |
|  | * Number of trips (air/train) = 30 trips * Number of days of outstation travel = 60 days (for estimating taxi charges) | | | |
| Per Diem/DSA (if applicable) | * Number of days of outstation travel = 60 days (for estimating per diem) | | | |
|  |  | | | |  | |  | |
| **Minimum Qualifications required:** | **Years of Experience/Knowledge/Expertise/Skills required:** | | | | | | | |
| Bachelors  Masters  PhD  Other  Enter Disciplines: Graduate in Computer Science or Information Technology or other related Engineering subjects. | * At least ten years of work experience in Information technology sector, including development and management of technology projects / ventures. * At least 4 years of experience working in the social development sector. * Experience of working with Adolescents and youth programs would be desirable. * Should have prior experience with various computer applications, database applications, internet technologies, and emerging technologies. * Should have of project management skills and understanding * Should have knowledge on rolling out of large-scale technology initiatives and products. * Should have working knowledge of IT architecture for large scale tech initiatives. * Experience of working with state government departments / ministries, UN agencies and corporates is desirable * Fluency in spoken and written English is essential; working knowledge of Hindi or other Indian regional languages is desirable. | | | | | | | |
|  |  | | | | | | | |
| [**Competitive Selection Criteria**](https://unicef.sharepoint.com/:x:/r/sites/DHR/_layouts/15/Doc.aspx?sourcedoc=%7Bda0b1215-ade3-4345-8188-e2b7df9b2fa4%7D&action=default&uid=%7BDA0B1215-ADE3-4345-8188-E2B7DF9B2FA4%7D&ListItemId=353&ListId=%7B465BE47D-174D-4461-B4D6-18B9FC34CB32%7D&odsp=1&env=prod&web=1&cid=a9bfc2d5-3213-4b69-9b04-acb0c830c6d1) **(for clarification see** [**Guidance)**](https://unicef.sharepoint.com/:w:/r/sites/DHR/_layouts/15/Doc.aspx?sourcedoc=%7BB3E3517A-8BBF-4368-90FE-7DBCD31544EA%7D&file=Guidance%20on%20Completing%20the%20Selection%20Matrix%20for%20Consultants%20and%20Individual%20Contractors.docx&action=default&mobileredirect=true)  **A) Technical Evaluation (e.g. maximum of 75 Points) B) Financial Proposal (e.g. maximum of 25 Points)**  a) Educational Qualification (15)- Graduate in Computer Science or Information Technology or other related Engineering subjects.  b) Relevant Experience (20)-   * At least ten years of total work experience in Information technology sector, including development and management of technology projects / ventures. * At least three years of experience working in the social development sector. * Experience of working with Adolescents and youth programs would be highly desirable. * Experience of working with state government departments / ministries, UN agencies and corporates is desirable   c) Technical knowledge and skills (15)   * Should have prior experience with various computer applications, database applications, internet technologies, and emerging technologies. * Should have of project management skills and understanding * Should have knowledge on rolling out of large-scale technology initiatives and products. * Should have working knowledge of IT architecture for large scale tech initiatives. * Fluency in spoken and written English is essential; working knowledge of Hindi or other Indian regional languages is desirable   d) Interview (25)- only candidates those score 40 points (out of 50) will be called for interview  Qualifying score in technical evaluation is 60 out of 75. | | | | | | | | |
| **Administrative details:**  Visa assistance required:  Home Based  Office Based: | **If office based,** seating arrangement identified:  IT and Communication equipment required:  Internet access required: | | | | | | | |
|  | | | | | | | | |
|  | | | | | | | | |

**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.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance 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.

The General Terms and Conditions of Contract (Consultants) are [**ATTACHED**](https://unicef.sharepoint.com/sites/DHR/DocumentLibrary1/Forms/AllItems.aspx?id=%2Fsites%2FDHR%2FDocumentLibrary1%2FTalent%20Acquisition%2FConsultant%20and%20Individual%20Contractor%20CoE%2FHRD%20GTCs%20consultants%2Epdf&parent=%2Fsites%2FDHR%2FDocumentLibrary1%2FTalent%20Acquisition%2FConsultant%20and%20Individual%20Contractor%20CoE) ***(please attach the GTCs while advertising or sharing the TOR with candidates).***