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

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| **Title:**  Individual consultant as Social Impact Analyst (YuWaah platform) | **Funding Code** | **Type of engagement**  Consultant | **Duty Station:**  New Delhi |
| **Purpose of Activity/Assignment:** The Social Impact Analyst (YuWaah Platform) shall be expected to anchor the development and operationalization of the Social Impact Platform within the YuWaah Aggregator ecosystem, along with providing support to initiatives under the thematic area of youth-led social impact including implementation of digital solutions and its coordination. | | | |
| **Scope of Work:**  UNICEF global Generation Unlimited partnership intends to meet the urgent needs of expanding education, skill development and employment opportunities for young people across the world. YuWaah (Generation Unlimited/GenU) is a UNICEF-initiated multi-stakeholder global platform, that aims to prepare young people to transition from education and learning to productive work and active citizenship.  YuWaah is working to focus on engagement, learning, skill development and employment of young people. Envisaged as a strategic, long-term initiative, YuWaah will serve as the much-needed bridge between solution providers, private sector, Government of India, academia and civil society organizations to fund and scale-up innovative and effective solutions.  YuWaah is in the process of developing a holistic technology platform for achieving fulfilling its vision across all three of its strategic pillars for empowerment of 300 million Young People by 2030, viz. 1) Employment and Economic Opportunities; 2) 21st Century Skilling and Learning and 3) Youth Engagement, Volunteering and Mentoring.  The Social Impact platform (SIP) – the first step towards the digital aggregator ecosystem - aims to enable a greater community of young people to emerge as active citizens, changemakers and solution providers, through physical mediums. The SIP will serve as a marketplace where young people can explore their interests, find social impact including volunteering opportunities that match their interests, availability as well as capabilities, and sign up to act on issues that matter the most to them. Additionally, the SIP will also onboard and engage with public, private and civil society organizations who regularly create/host opportunities for young people’s participation/volunteering, so that they may index opportunities as well as mobilise and enlist volunteers via the platform.  As per the above, the Social Impact Analyst will be responsible for anchoring development and deployment of the SIP, its partnerships, social credits mechanism and providing support to initiatives under the thematic area of youth-led social impact. | | | |
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| **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 |   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) | | | |

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| **Consultant sourcing:**  National  **Competitive Selection:**  Advertisement | | | **Request for:**  New SSA – Individual Contract  Extension/ Amendment | | | | |
| **Supervisor:** The Social Impact Analyst (YuWaah Platform) will work under the technical guidance of the Adolescent and Youth Development Specialist, YuWaah and Chief Operating Officer, YuWaah with overall guidance from Chief of Generation Unlimited, Youth Development and Partnerships who will be the contract supervisor. | **Start Date:**  1st July 2023 | **End Date:**  30th June 2024 | | | | | |
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| Work Assignments Overview (*Include Major Tasks and Activities)* | Deliverables/Outputs | Timeline/Date for submission of Deliverable | | | | Estimated Budget | |
| Anchor the development of the Social Impact Platform (SIP) within the YuWaah Aggregator ecosystem | A Software Requirements and Specifications (SRS) document highlighting the following:   * Finalized and enhanced mobile/web screens with corresponding functional details – First lot | 1st month from the start of contract | | | |  | |
| Anchor the rollout of the SIP including its pilot testing with first cycle of users, onboarding and managing its partners | An analysis report highlighting the following:   * List of partners onboarded – First lot * Learnings from pilot testing of the SIP with first cycle of volunteers – First lot * Workplan document – First lot | 2nd month from the start of contract | | | |  | |
| Provide support in convening of quarterly taskforce meeting for the SIP with ecosystem and CSO partners | An analysis report highlighting the following:   * List of attendees – First lot * Key issues discussed and next steps – First lot | 3rd month from the start of contract | | | |  | |
| Collate and analyze learnings from volunteering campaigns activated via the SIP including outreach, engagement, partners onboarded and more | An analysis report highlighting the following:   * Finalized mobile/web screens developed for campaign launch * Campaign workplan * Collated data from campaign outreach in terms of key partners involved, youth engaged, volunteering hours completed | 4th month from the start of contract | | | |  | |
| Design a plan for volunteer and partner engagement towards International Volunteering Day 2023 | A design plan for International Volunteering Day including the following:   * Event workplan with timelines * Key partners involved and partnerships’ tracker * Intervention strategies * Potential outcomes | 5th month from the start of contract | | | |  | |
| Effectively manage multiple Stakeholders and Partners – including pitching to prospective funders for the SIP and the YuWaah Aggregator ecosystem and other collaborating agencies which can potentially support its adoption and scale-up | An analysis report highlighting the following:   * List of partners * Pitch note/deck | 6th month from the start of contract | | | |  | |
| Effectively manage and review the social credits mechanism developed by the Social Impact Platform’s Incentivization partners | An analysis report highlighting the following:   * Review analysis * Finalized social credits scoring matrix * Risks and mitigation measures | 7th month from the start of contract | | | |  | |
| Effectively manage the rollout of the SIP including its pilot testing with next cycle of users, onboarding and managing its partners | An analysis report highlighting the following:   * List of partners onboarded – Second lot * Learnings from pilot testing of the SIP with next cycle of volunteers – Second lot * Workplan document made – Second lot | 8th month from the start of contract | | | |  | |
| Work alongside the SIP’s solution partner to create and review systematic, process-driven documents and a roadmap to scale-up the SIP to engage 1 million volunteers | An analysis report highlighting the following:   * Review analysis * Workplan document highlighting the scale-up plan * List of partners to support the scale-up plan | 9th month from the start of contract | | | |  | |
| Provide support in planning and/or implementation of YuWaah’s digital solutions, programmes and knowledge products across colleges and clubs towards activating young people as changemakers | An analysis report highlighting the following points:   * Workplan document * List of colleges onboarded * Potential outcomes | 10th month from the start of contract | | | |  | |
| Provide support in convening of quarterly taskforce meeting for the SIP with ecosystem and CSO partners | An analysis report highlighting the following:   * List of attendees – Second lot * Key issues discussed and next steps – Second lot | 11th month from the start of contract | | | |  | |
| Integrate learnings from the last two phases of pilot testing of the SIP into the development of the platform | A Software Requirements and Specifications (SRS) document highlighting the following:   * Finalized and enhanced mobile/web screens with corresponding functional details – Second lot | 12th month from the start of contract | | | |  | |
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| Travel - International (if applicable) | N/A | | |  |  | |
| Travel - National (please include travel plan)  ***Please specify here clearly the States and Districts where travel is required, number of trips, whether by air or train, number of days of outstation travel, terminals, travel within districts, if applicable, etc. so that the candidates can provide all-inclusive deliverable based fees.*** | * States/districts where travel is required: India states with presence of UNICEF Office; Chennai; Bangalore * Number of trips: 5 trips of 3 days each * Number of days of outstation travel: 15 * Number of airport transfers: 20 * Mode of travel: By Air | | | Unit Rate | Total Cost | |
| Per Diem/DSA (if applicable) | 15 days | | |  |  | |
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| **Minimum Qualifications required:** | **Years of Experience/Knowledge/Expertise/Skills required:** | | | | | |
| Bachelors  Masters  PhD  Other  Enter Disciplines:   * Bachelor’s degree or equivalent in relevant social science disciplines, such as: social and life sciences, child development, adolescent and youth development, social development, international relations, social work, law (international law, humanitarian law), economics and social policy | * Minimum 3 years of relevant professional experience in the social impact sector, across programme implementation, preferably in adolescent and youth engagement * Experience in working on technology solutions, requiring multi-stakeholder consultations and coordination * Developing country work and/or field experience is an asset * Proven ability to conceptualize, plan, develop, implement, monitor evaluate and report on programmes in the areas relating to youth-led social impact and volunteering, and to transfer knowledge and skills; * Knowledge of the latest developments and technology in related fields; * Analytical, negotiating, communication and advocacy skills; * Excellent oral and written skills; * 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; * Demonstrated ability to work and adapt professionally and effectively in a challenging environment; * Demonstrated ability to work effectively in a multicultural team of international and national personnel; * Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment; * Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines | | | | | |
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| [**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 (maximum of 70 Points)  1) Educational Qualifications: (10)   * Bachelor’s degree or equivalent in relevant social science disciplines, such as: life sciences, child development, adolescent and youth development, social development, international relations, social work, law (international law, humanitarian law), economics and social policy   2) Relevant Experience: (20)   * Minimum 3 years of relevant professional experience in the social impact sector, across programme implementation, preferably in adolescent and youth engagement * Experience in working on technology solutions, requiring multi-stakeholder consultations and coordination * Developing country work and/or field experience is an asset   3) Technical Knowledge and Skills: (20)   * A cover letter with details of technical knowledge and skills acquired and experience of their applications aligned to the skills and experience in the ToR   4) Interview (20) – only candidates who score 40 points (out of 50) will be called for interview.  Qualifying score in technical evaluation is 56 out of 70.  B) Financial Proposal (maximum of 30 Points) | | | | | | |
| **Administrative details:**  Visa assistance required:  Home Based |  | | | | | |
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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).***