

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Type of engagement	Duty Station:
Child and Youth Protection Consultant	<input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time* <input type="checkbox"/> Individual Contractor Full-Time *	Vientiane Capital, Lao PDR
<p>Purpose of Activity/Assignment:</p> <p>Guided by the United Nations Convention on the Rights of the Child (CRC), UNICEF believes nurturing and caring for children are the cornerstones of human progress and strives to advance and protect children's rights in all settings. Working closely with the Government of Lao PDR and its partners, UNICEF is on the ground to help children survive and thrive by overcoming the obstacles that poverty, violence, disease and discrimination in a child's path. Child Protection is one of key programme areas of the current UNICEF Lao PDR country programme cycle 2022-2026. Child Protection programme ensures that children are better protected from violence, abuse, neglect and exploitation.</p> <p>The most critical child protection issues include violence and abuse of children, harmful practices such as early marriage, trafficking, (online) child sexual exploitation, children in conflict with the law, children without parental care, etc. Furthermore, UNICEF's new Country Programme of Cooperation 2022-2026 explicitly mentions the involvement with adolescents, young people and youth across all programmes as the agents of change. Voice and agency is one of the drives of the new Country Programme, and strong elements to address harmful practices affecting the lives of adolescents and young people.</p> <p>Purpose of the assignment is to provide technical expertise to the Child Protection team, on a number of areas : Social and Behavior change on child marriage and adolescent pregnancy, counselling services, youth participation and engagement and child protection in emergency. Under the guidance of the Child Protection Specialist, the Child and Youth Protection Consultant will contribute with technical expertise to prevent child marriage and adolescent pregnancy, a well as child protection in Emergency. The consultant work closely with LWU, LYU on the expansion of Helpline systems, with a focus on capacity building of frontline workers and operationalization of the helpline services and the Counselling and Protection Centers for Women and Children. Furthermore, the consultant will work closely with NCAWMC to implement the NCAWMC Life skills national guideline in pilot provinces.</p>		
<p>Scope of Work:</p> <p>The consultancy contributes to the implementation of the UNICEF Lao PDR Country Programme 2022-2026, contributing to developing and strengthening Child Protection System strengthening, notably Outcome: By 2026, more children are better protected from violence, abuse, neglect, exploitation and harmful practices and benefit from strengthened child protection system, services and improved behaviour, and two outputs:</p> <ul style="list-style-type: none"> • Output 2: By 2026, government and other service providers, including but not limited to social welfare and justice sectors, at national and sub-national levels have strengthened capacity and deliver integrated, quality and gender- and emergency-responsive child protection services. • Output 3: By 2026, parents, caregivers, children, including adolescents, and their communities are better equipped to prevent and respond to violence, abuse, neglect, exploitation and harmful practices. <p>Under the supervision of the Child Protection Specialist, the consultant will have key accountabilities, duties and tasks are as follows:</p> <p>Prevention of Child marriage and Adolescent pregnancy programme</p> <ul style="list-style-type: none"> • Provide technical support to Lao People's Revolutionary Youth Union (LYU) in strengthening capacity in Helpline implementation and establishing systematic call log data collection system • Provide technical support to Lao Women's Union (LWU) in revision of the counselling manual • Coordinate to develop, test and finalize Edutainment boardgame for addressing child marriage and adolescent pregnancy (with institutional contracted company) 		

- Support to disseminate findings of National research on Child marriage/Adolescent pregnancy by NCAWMC
- Provide technical support for revision of NCAWMC Life skills national guideline (as child-friendly version) for implementation
- Support to revise and update Social Behaviour Change (SBC) Manual on prevention of child marriage and adolescent pregnancy, in consultation with Communication section
- Provide technical inputs for DFAT C-Surge “Accelerating Child Marriage and Adolescent Pregnancy Prevention” reporting

Child Protection in Emergency

- Support emergency response for the child protection team, including participation in the office Emergency Preparedness and Response (EPR) on the team’s behalf.
- Support to review and finalize the International Agency contingency Plan (IACP) of Lao PDR.

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:
2023	Child Protection/ Lao PDR CO	Consultancy tasks require specific expertise in addressing harmful practices such as child marriage/adolescent pregnancy prevention, and knowledge and experience in Child protection in Emergency program.
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:		
Consultant sourcing: <input type="checkbox"/> National <input checked="" type="checkbox"/> International <input type="checkbox"/> Both Competitive Selection: <input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> <input type="checkbox"/> Roster Single Source Selection <input type="checkbox"/> (Emergency - Director’s approval)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment

If Extension, Justification for extension:		
Supervisor:	Start Date:	End Date:
<i>Eugene Baek</i>		

Work Assignments Overview	Deliverables/Outputs	Delivery deadline
<p>No.1 Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) In collaboration with Gender Consultant, develop data collection tools and data analysis tools to track changes in social norms and attitudes shifting on child marriage</p> <p>ii) Coordinate a consultation with stakeholders to develop key messages for IEC and SBC materials promoting services to address child marriage and adolescent pregnancy</p> <p>iii) Support the child protection section to review and finalize the International Agency Contingency Plan (IACP)</p>	<ul style="list-style-type: none"> - Monthly progress report - Developed data collection tools and data analysis tools to track changes in social norms and attitudes shifting - Key messages developed on child marriage and adolescent pregnancy with gender norms integrated 	End of the month
<p>No.2. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Support the child protection section to finalize the LWU Counselling Manual</p> <p>ii) Monitoring C-surge implementation in one pilot province (Luang Prabang)</p> <p>iii) Contribute to draft C-Surge report for September 2023</p>	<ul style="list-style-type: none"> - Monthly progress report - Trip report with recommendations - Draft C-Surge Report submission for internal deadline 	End of the month
<p>No.3. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p>	<ul style="list-style-type: none"> - Monthly progress report, accompanying report on training and testing the LYU helpline call log tool with observation and recommendation 	End of the month

<p>i) Support training to LYU Central Level and pilot provinces about helpline call log tool, and testing the helpline call log tool at the Central level and in pilot provinces</p> <p>ii) Support the Office C4D Taskforce contributing to Protection Pillar</p>		
<p>No.4. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Training to LYU Central level on the data collection tool in social norms and attitudes shifting on child marriage</p> <p>ii) Support the rollout training on LWU Counselling Manual</p>	<p>- Monthly progress report, accompanying summary report on LYU and LWU training outcome</p>	<p>End of the month</p>
<p>No.5. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Coordinate with stakeholders for field testing of the edutainment boardgame on prevention of child marriage and adolescent pregnancy</p> <p>ii) Monitoring C-surge implementation in one pilot province (Luang Namtha)</p> <p>iii) Provide technical support to the child protection section to review UNICEF Laos Country Office Emergency Preparedness Plan (EPP)</p>	<p>- Monthly progress report, accompanying summary of feedback from the field testing</p> <p>- Trip report with recommendations</p> <p>- Up-to-date UNICEF Laos Country Office Emergency Preparedness Plan (EPP)</p>	<p>End of the month</p>
<p>No.6. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Initial review of current NCAWMC Life Skills National Guideline to be more engaging, child-friendly approach</p>	<p>- Monthly progress report, with recommendations for the revision of the National Guideline</p>	<p>End of the month</p>
<p>No.7. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Support the tryout of the edutainment boardgame</p> <p>ii) Monitoring C-surge implementation in one pilot province (Xienkhouang)</p>	<p>- Monthly progress report, accompanying report on observation of the tryout of the edutainment boardgame</p> <p>- Trip report with recommendations</p> <p>- Up-to-date International Agency Contingency Plan (IACP) of Lao PDR</p>	<p>End of the month</p>

<p>iii) Provide technical support and inputs to update and improve International Agency Contingency Plan (IACP) of Lao PDR</p>		
<p>No.8. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Support a workshop to disseminate findings of national research on child marriage and adolescent pregnancy with NCAWMC</p> <p>ii) Contribute to draft C-surge report for March 2024</p>	<p>- Monthly progress report, accompanying outcome from the workshop</p> <p>- Draft C-Surge Report submission for internal deadline</p>	<p>End of the month</p>
<p>No.9. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Support developing training materials for Training of Trainers of the NCAWMC Life Skills National Guideline child friendly version</p> <p>ii) Monitoring C-surge implementation in one pilot province (Bokeo)</p>	<p>- Monthly progress report</p> <p>- Trip report with recommendations</p>	<p>End of the month</p>
<p>No.10. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Support a rollout of Training of Trainers (ToT) on child-friendly NCAWMC Life Skills National Guideline and the edutainment boardgame</p>	<p>- Monthly progress report, accompanying observation and recommendation from the ToT</p>	<p>End of the month</p>
<p>No.11. Provision of technical support for Prevention of Child marriage and Adolescent pregnancy programme and Child Protection in Emergency</p> <p>i) Support to develop recommendations for the Ministry of Education and Sports to address the education opportunities to dropout girls or are at risk, girls already married, pregnant, or mothers</p> <p>ii) Monitoring C-surge implementation in one pilot province (Phongsaly)</p>	<p>- Monthly progress report, accompanying recommendations drafted for the Ministry of Education and Sports</p> <p>- Trip report with recommendations</p>	<p>End of the month</p>
<p>No.12. Provision of technical support for Prevention of Child marriage and Adolescent</p>	<p>- Monthly progress report, accompanying Documentation of C-</p>	<p>End of the month</p>

pregnancy programme and Child Protection in Emergency i) Draft documentation report of C-surge implementation for the preparation of C-surge final report	surge implementation including lessons learned, best practices and recommendations	
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Estimated Consultancy fee			
DSA (if applicable)	N/A		
Total estimated consultancy costsⁱ			
<p>Minimum Qualifications required*:</p> <p> <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other </p> <ul style="list-style-type: none"> Advanced University Degree in Social Sciences, Humanities, Development Studies, International Relations or related At least three years progressively responsible work experience in child protection and social development <p><i>*Minimum requirements to consider candidates for competitive process</i></p>	<p>Knowledge/Expertise/Skills required*:</p> <ul style="list-style-type: none"> Experience working in a developing country in East Asia and the Pacific Region with sound knowledge on ASEAN mechanisms Relevant experience in programme management in child protection related areas, especially addressing harmful practices, in a UN system agency or international organization. Experience in both development and humanitarian contexts. Solid knowledge of the social, political and cultural context of Lao PDR and experiences in working in Lao PDR. Excellent communication, management and interpersonal skills. Excellent writing and communication skills in English. The ability to understand/communicate in Lao language is an asset. <p><i>*Listed requirements will be used for technical evaluation in the competitive process</i></p>		
<p>Evaluation Criteria (This will be used for the Selection Report (for clarification see Guidance))</p> <p>A) Technical Evaluation (e.g. maximum 75 Points) B) Financial Proposal (e.g. maximum of 25 Points)</p> <p>Technical Qualification (max. 100 points) weight 70 %</p> <ul style="list-style-type: none"> Education degree (30 points) Three years of experience in child protection (including child protection in emergency) and adolescent engagement (40 points) Knowledge of socio-economic and child protection context in Lao PDR (30 points) <p>Financial Proposal (max. 100 points) weight 30 %</p> <p>The maximum number of points shall be allotted to the lowest Financial Proposal that is opened /evaluated and compared among those technical qualified candidates who have attained a minimum 70 points score in the technical evaluation.</p>			
Administrative details:			

Visa assistance required:

Home Based Office Based:

If office based, seating arrangement identified:

IT and Communication equipment required:

Internet access required:
