

## TERMS OF REFERENCE

**Individual Consultant: Entrepreneurship Development and Partnerships (open to National Consultants only)**

**Duty Station:** New Delhi (home based)

**Contract Duration:** 12 months

**Closing Date:** 25 July 2024

### **1. BACKGROUND AND PURPOSE**

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. Maximizing 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 the 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:

- Building hyper-local job connects
- Promoting apprenticeships
- Enabling an ecosystem for youth entrepreneurship

### **2. OBJECTIVES**

Under the leadership and guidance of Program Specialist, the consultant is expected to build overall strategy for youth entrepreneurship in alignment with the principles of UNICEF and YuWaah. S/He will foster partnerships as well as engage closely with government and private partners to ensure successful delivery

of programs. They will be primarily responsible to identify strategic partnerships, convene the partners together and ensure the implementation of programs in order to achieve YuWaah’s overall goal to support 100 million youth with access to economic opportunity with focus on underprivileged youth.

The consultant will also ensure that the overarching principles of UNICEF and YuWaah that support inclusivity, gender diversity and environmental sustainability are upheld through strategic partnerships and intentional programming.

### 3. MAJOR TASKS AND ACTIVITIES TO BE ACCOMPLISHED

<b>Work Assignments Overview (Include Major Tasks and Activities)</b>	<b>Deliverables</b>	<b>Date for submission of Deliverable</b>
1. Create a partnership/fundraising system/tool that captures funding pipeline and streamlines communication and funding processes specifically for YuWaah entrepreneurship initiatives	An excel tracker with database of potential partners/funders and capturing the outputs of meetings with them.	By 11th October 2024
2. Co-create strategy on innovative financing strategies for entrepreneurship with key partners.	1 deck on innovative financing for entrepreneurship opportunities	By 1 <sup>st</sup> November 2024
3. Support in YuWaah's strategy for climate and green economic opportunities for youth.	A deck with YuWaah's strategy for climate/green economic opportunities for youth	By 22 <sup>nd</sup> November 2024
4. Support in drafting YuWaah's 2025 Annual Plan for entrepreneurship.	Annual plan for UNICEF on entrepreneurship initiatives for 2025	By 20 <sup>th</sup> December 2024
5. Drive state governments and central government to foster youth entrepreneurship convening meetings with relevant departments.	3 reports each of state government and central government meetings detailing the areas of collaboration, next steps and timelines in the partnership.	By 28 <sup>th</sup> February 2025
6. Co-create partnership proposals aligned with funding priorities such as green initiatives and women entrepreneurship.	3 concept notes for prospective partners describing the partnership model, with objectives, outcomes and implementation plan.	By 2 <sup>nd</sup> May 2025

7. Support co-creation of YuWaah's strategy for an end-to-end entrepreneurship platform for youth that connects their journey from innovation to starting a business with business support services	A deck on YuWaah's strategy for an end-to-end entrepreneurship platform for youth to connect their journey from innovation to starting a business with business support services	By 6 <sup>th</sup> June 2025
8. Co-create the expansion plan of existing YuWaah youth entrepreneurship initiatives, focusing on value chain-based approaches and aspirational districts	A note for scaling up youth entrepreneurship initiatives at YuWaah	By 8 <sup>th</sup> August 2025
9. Identify and partner with civil society organizations and private sector for scalable youth entrepreneurship models.	At least 3 SoIs signed and action plan developed with each new partners	By 12 <sup>th</sup> September 2025

#### **4. DUTY STATION**

New Delhi (home-based)

#### **5. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)**

Four air travel trips of 2 days each, total 8 days of travel, to Karnataka, Jharkhand, Odisha, Rajasthan.

#### **6. ESTIMATED DURATION OF CONTRACT**

12 months, from 16<sup>th</sup> September 2024 to 15<sup>th</sup> September 2025.

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

##### **Qualification:**

An advanced university degree (Master's or higher) in Development Studies / International Development / Public policy / Social work is required.

##### **Years of Experience/Knowledge/Expertise/Skills required:**

- (1) At least 4+ years of progressively responsible professional experience at national/international level in program or project planning and implementation with particular emphasis on youth livelihoods, employment and entrepreneurship
- (2) Experience of working with Adolescents and youth programs would be highly desirable.
- (3) Experience of working with state government departments / ministries, UN agencies and corporates is desirable
- (4) Developing country work/field experience is an asset

- (5) Proven ability to conceptualize, plan, develop, implement, monitor evaluate and report on programmes in the areas indicated above, and to transfer knowledge and skills.
- (6) Ability to develop partnerships and to network in the areas of education, skills, youth engagement and employment.
- (7) Knowledge of the latest developments and technology in related fields.
- (8) 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;
- (9) Ability to work and adapt professionally and effectively in a challenging environment;
- (10) Ability to work effectively in a multicultural team of international and national personnel
- (11) Fluency in English & Hindi (written and verbal) is required.

### 8. TECHNICAL EVALUATION CRITERIA (WITH WEIGHTS FOR EACH CRITERIA)

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

S. No.	Evaluation Criteria	Max. Marks	Min. Marks
1.	<b>Educational Qualification</b>  An advanced university degree (Master's or higher) in Development Sector or other relevant degree is required.	10	41
2.	<b>Relevant professional experience</b>  (i) At least 4+ years of progressively responsible professional experience at national/international level in program or project planning and implementation with particular emphasis on youth livelihoods, employment and entrepreneurship (20 marks) (ii) Experience of working with Adolescents and youth programs. (5 marks) (iii) Experience of working with state government departments / ministries (5 marks)	30	
3.	<b>Cover Letter</b>  Cover letter stating technical knowledge and skills acquired and examples of their applications especially towards youth engagement and partnerships with government, CSOs and other partners on entrepreneurship.	15	
	<b>Sub-Total</b>	<b>55</b>	<b>41</b>
3.	<b>Interview</b>	<b>20</b>	<b>n/a</b>
	<b>Total</b>	<b>75</b>	<b>56</b>

**Note:** Applicants scoring 41 marks (out of 55) will be called for interview. Qualifying score in technical evaluation is 56 out of 75 marks.

## 9. PAYMENT SCHEDULE

Payment will be 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.

## 10. 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) stating technical knowledge and skills acquired and examples of their applications especially towards youth engagement and partnerships with government, CSOs and other partners on entrepreneurship **(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

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