I. BACKGROUND

UNFPA in China:

UNFPA is the United Nations sexual and reproductive health (SRH) agency. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled.

For more than forty years, UNFPA has helped strengthen China’s capacity to conduct population censuses and demographic analyses, to make the most of quality data for policy planning, and, crucially, has consistently championed women’s empowerment and gender equality, and sexual and reproductive health and reproductive rights for all.

In the early years, UNFPA focused on boosting China’s capacity to collect and use population data and supporting the manufacture of safe and modern contraceptives. As China rapidly developed, UNFPA’s role has expanded to support the government and national institutions to address challenges around universal access to quality sexual and reproductive health and rights for all especially left-behind groups, an ageing population, urbanization, gender-based violence, and youth development, including young people’s sexual and reproductive health and rights.

UNFPA is now implementing the ninth Country Programme (2021-2025), which complements the Chinese government’s development vision, including those set out in China's 14th Five-Year Plan for National Economic and Social Development and the Long-Range Objectives Through the Year 2035, and is consistent with the United Nations Sustainable Development Cooperation Framework for China for the same period.

The UNFPA Country Programme is supporting policy reforms and development at the national and local levels, through research, capacity-building, advocacy and pilot projects and interventions aimed at:

- Strengthening national policies and programmes to enable women and young people, particularly groups left behind, to access high-quality, rights-based, gender responsive, affordable SRH services.
- Improving information and services for young people to address their health and wellbeing, including their sexual and reproductive health and rights, and enhancing youth leadership and participation in achieving the ICPD Programme of Action and the Sustainable Development Goals (SDGs).
- Providing high-quality comprehensive preventative and response services to women and girls in need of protection and care and promoting positive social norms to support the realization of gender equality and women’s rights.
Inclusion of population issues into policymaking and better responding to low fertility and population aging by employing a rights-based life-cycle approach.

Increasing availability of reliable and disaggregated data to address emerging population issues and track the SDGs progress, with a focus on left-behind groups.

Facilitating knowledge exchange and experience sharing between China and other developing countries through South-South and global cooperation for the achievement of the unfinished agenda of ICPD Programme of Action and the SDGs, especially in reducing maternal deaths, ensuring voluntary family planning, and preventing reproductive cancers including cervical cancer.

Strengthening and collaborating with Chinese institutions and partners to design and deliver evidence-based and demand-driven development and humanitarian cooperation projects to support other developing countries in achieving the ICPD PoA and SDGs.

During late-November to early-December, the UNFPA China office is going to conduct an internal staff retreat, to

1. Rejuvenate the team, relax, and get everyone excited around a united mission, and build bonds between team members, especially with new colleagues.
2. Increase the workability, productivity, and efficiency of staff members by co-designing and picturing the common objectives for the upcoming years.
3. Improve staff’s comprehensive understanding of the diversity of partnerships, how to work with different sectors, how to better promote SSGC and establish public-private sector partnerships;
4. Enhance staff’s awareness and mentality on innovation in planning, programming and implementation;

**Innovation and Design Thinking**

In a rapidly changing world, UNFPA needs dynamic solutions to meet the needs of women and girls and deliver SRHR for all.

The SDGs recognize innovation as critical to accelerating progress towards global development aspirations. We must embrace innovation to deliver on our three transformative results to end preventable maternal deaths, end unmet need for family planning, and end violence gender-based violence and all harmful practices, including female genital mutilation and child, early, and forced marriage.

Design thinking is a human-centered approach to innovation—anchored in understanding customer’s needs, rapid prototyping, and generating creative ideas—that will transform the way you develop products, services, processes, and organizations. By using design thinking, you make decisions based on what customers really want instead of relying only on historical data or making risky bets based on instinct instead of evidence\(^1\). It encourages organizations to focus on the people they're creating for, which leads to better products, services, and processes\(^2\).

\(^1\) [https://www.ideou.com/pages/design-thinking](https://www.ideou.com/pages/design-thinking)

\(^2\) [https://www.ideou.com/blogs/inspiration/what-is-design-thinking](https://www.ideou.com/blogs/inspiration/what-is-design-thinking)
In the staff retreat, a one-day workshop on design thinking will be included, which aims to help the team:

- Understand the unmet needs of the target audience and beneficiaries
- Reduce the risk associated with launching new ideas, projects, and interventions.
- Generate solutions that are revolutionary, not just incremental.
- Learn and iterate faster.
- Collaborate better and tap into the creative potential of individuals and teams.

II. OBJECTIVE

An implementing agency with experts in design thinking will be selected to conduct the Design Thinking Workshop during the retreat. It continues sparking innovation, including developing a creative mindset and equipping staff members with skills to build insights through interactive and practical team activities.

Specifically, the design thinking workshop aims to:

- Enhance human-centered problem-solving ability and mentality of all members while confronting challenges and risks,
- Accelerate innovation learning and provide new techniques for teamwork, ideas generating and processing,
- Further develop team creativity and insights to embrace more opportunities,
- Experience basic design thinking exercises and empathy through lectures, discussions and cooperation.

III. SCOPE OF WORK

The company/institution/organization will deliver the following activities and be accountable for high-quality results according to this ToR.

1. Develop a detailed plan of the innovation design workshop for 30 members(estimated) for one-day
   
   (1) Before actual implementation, conduct a pre-survey staff members’ knowledge, needs on innovation-related skills and work out a grouping scheme according to the background information, past accumulation and common interest
   
   (2) Prepare related materials and provide technical support in advance, ensuring the quality of participants’ experiences.

2. Implement the innovation design workshop for 30 members(estimated) for one-day
   
   (1) Conduct the Design Thinking Workshop, including providing knowledge sharing, lectures, leading facilitation to group discussions, and giving guidance to participants.
   
   (2) Assist each team in conducting appropriate assignments distribution, defining the activity process and the results to be presented.
   
   (3) Share the learning and reading materials/toolkits with the staff members for them to further improve their knowledge and skills in design thinking.
IV. EXPECTED DELIVERABLES
1. A detailed work plan in response to the ToR, including a one-day workshop schedule covering a specific timeline of lectures, team activities, a list of facilitators and expected outcomes, etc.
2. Completion of a one-day design thinking workshop in English with satisfactory results achieved as planned in the workplan
3. Provide a list of reading and learning materials/toolkits after the workshop for the staff to further enhance their knowledge and skills in design thinking

V. QUALIFICATIONS
1. Extensive experience and leading expertise in triggering innovation through design thinking strategy
2. Proven experience in providing high-quality innovation workshops including Innovative, can-do attitudes and detail-oriented working approaches.
3. Strong team player with the ability to adapt to changes in the team.
4. Previous working experience with the UN or international organizations is preferred.
5. The implementing agency/individual should be able to submit deliverables in acceptable English and work under a tight timeline.

VI. TIMELINE
The implementation period is from the date of contract signing to early-December. The activities implementation timeline will be discussed and agreed upon with the selected service provider during the contracting process.

VII. PAYMENT PLAN
The payment schedule will be discussed and agreed upon with the selected institution during the contracting process.

Please confirm your interest by providing a technical proposal together with a budget breakdown proposal to haoran@unfpa.org, and copy njiang@unfpa.org by 14 November 2022, Beijing time.