

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA China Office, Beijing
Purpose of consultancy:	To conduct an assessment for the pilot project implementation of an innovative projection comprehensive sexuality education (CSE) through live streaming. The consultancy includes designing the assessment, its methodology, collecting data and information (with support from UNFPA and Marie Stopes International China), conducting analysis and completing the report. The findings and recommendations from the assessment will be presented as evidence to improve the project design, effectiveness and initial results and conduct policy advocacy for scale up and inclusion of live streaming CSE courses in schools.
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>Title: Assessment of the Pilot Project on the provision of CSE through live streaming technology in selected schools in China</p> <p>The project, "Provision of sexuality education through live streaming" was launched in 2019 by UNFPA and Marie Stopes International China. It aims to equip young people with the knowledge and skills needed to make responsible choices in their lives, particularly in a context where they do not have other effective and trustworthy means to access formal sexuality education.</p> <p>To further improve the live streaming project, with the support from UNFPA Innovation Fund, an eight-session age-appropriate and evidence-based CSE curriculum has been developed in line with the International Technical Guidance on Sexuality Education (ITGSE) in 2019, which is the first such available courses in China.</p> <p>In the fall semester 2020, the eight-session CSE will be piloted in 5 selected schools in Qinghai, and other 1-2 provinces. The implementation of the pilot project will be undertaken by Marie Stopes International China between July to December 2020 while the consultant will conduct the assessment in close collaboration with UNFPA and China Family Planning Association and Marie Stopes International China. In each school, middle school's students aged 13-15 will receive the CSE course with eight classes/sessions on different topics.</p> <p>The assessment is expected to answer the following questions:</p> <ul style="list-style-type: none"> ● Results: what are very initial expected and unexpected results(changes) that are demonstrated by implementing the pilot project in selected schools, including young people's knowledge increase, attitude changes? What are changes happening in the schools including among school teachers or administration and their perceptions and attitudes towards sexuality education and the pilot project. How did partners contribute to achieving the results? ● Innovation approach: How effective is this new approach, providing CSE via live streaming? What are contributing and constraining factors for implementing this project? What were particular challenges faced by main stakeholders of the project - schools, project implementer, students, tutors, school administrators and teachers? What are the ways that those challenges can be mitigated if the project was to be scaled up? Are there any other effective and innovative ways of providing CSE? ● Sustainability: how sustainable is the project? Can the project be scaled up? Who will be potential partners, in terms of capacity sustainability and financial sustainability? ● Coordination: to what extent has UNFPA with the project partner, such as MSIC and China Family Planning Association to achieve the collective project objectives? <p>The consultant will deliver the following activities and be accountable for high-quality results:</p> <ol style="list-style-type: none"> 1. Conduct desk review: The consultant will conduct desk review to <ol style="list-style-type: none"> a) Better understand the live streaming CSE project including its implementation in previous stages b) Collect and review constructive instruments on the evaluation and assessment of innovation projects in the area of sexual and reproductive health and rights, especially for young people that would be useful for proposing an assessment design and methodologies. c) Understand the context of demands, challenges, and current situation of young people's sexual and reproductive health issues in China. 2. Design the assessment including methodologies: The consultant will design the assessment and data collection methodologies, including: <ol style="list-style-type: none"> a) Develop a list of key indicators and assessment questions. The research questions should be in line with the previously stated questions that consultant is due to answer b) Based on the indicators and key assessment questions, the research instruments will be developed to measure the results, innovative approach effectiveness and sustainability of the pilot project. c) The consultant will also develop the research implementation protocol.

	<p>All key research methodology documents should be validated with UNFPA and experts before finalization.</p> <ol style="list-style-type: none"> 3. Conducting the project assessment: Based on the previously developed research protocol and instruments, the consultant will conduct data collection in local schools with support from UNFPA, China Family Planning Association, and Marie Stopes International China. The data collection will include both quantitative data collection through administering questionnaires and collecting the data from MSIC's online platform, as well as qualitative data through conducting through appropriate methodologies and tools as agreed with UNFPA through an inception report. 4. Analysis and report writing: The consultant will conduct analysis and develop the pilot project assessment report based on the analysis. The assessment report will also include key findings and recommendations. 5. Dissemination and sharing: the consultant will make a presentation of the assessment report to UNFPA and key partners either online or in person if the COVID-19 situation allows. 6. Improve the current MSIC's online M&E platform of the live streaming CSE project: The consultant will develop an M&E guidance for Marie Stopes China and UNFPA, after assessing the current online MSIC's M&E system. The guidance will include: <ol style="list-style-type: none"> a) The assessment of the current online M&E platform and identified areas where requiring further improvements, b) The proposed new instruments/ components to be added onto the current MSIC's M&E platform in line with the previous assessment, c) The guidance on the procedures to administer the previously proposed new M&E instruments/ components by project managers, d) The proposed plan to analyze the results collected by the online M&E platform by project managers. <p>Expected milestones and deliverables</p> <ol style="list-style-type: none"> 1. The desk review report, produced in accordance with the scope of work requirement; 2. A list of key indicators to be monitored and key research questions in the assessment; 3. Validated research instruments, such as baseline and end- line assessment questionnaires and qualitative interview guide, developed based on the list of key indicators and assessment questions; 4. Research implementation protocol; 5. The finalized high-quality assessment report 6. M&E guidance for MSIC and UNFPA developed in accordance with the scope of work
Duration and working schedule:	<p>The consultant is expected to work from August 1st 2020 to December 15th 2020. The preliminary timeline arrangement is as following:</p> <ul style="list-style-type: none"> ● August- prepare, conduct literature review, and design the assessment methodologies ● September- November: conduct research implementation, including data collection ● December: conduct data analysis, reporting, develop M&E guidance and conduct results dissemination activities <p>The planning of activities should also take the COVID-19 situation into consideration. The exact working days are to be proposed by the consultant.</p>
Place where services are to be delivered:	The consultant will not work in UNFPA premise but will visit the field if needed
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	The consultant will submit results on electronic copies both in English and Chinese.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Ms. Navchaa Suren, Deputy Representative of UNFPA China, will oversee and supervise the overall progress and achievements of the consultancy.</p> <p>Mr. Junjian Gaoshan, Youth Programme Officer of UNFPA China will monitor and manage the progress, conduct quality assurance of the deliverables.</p>
Supervisory arrangements:	Mr. Junjian Gaoshan, Youth Programme Officer of UNFPA China will monitor and manage the progress, conduct quality assurance of the deliverables.
Expected travel:	The actual travel plan will be determined in consultation with the management and as per the needs, and according to the actual situation of COVID-19.

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>A senior-level international M&E consultant will be recruited for the assignment:</p> <ul style="list-style-type: none"> ● Master's degree in relevant fields, with 15 years of working experience in monitoring and evaluation, social sciences, public health, and sexuality education particularly for adolescents and youth. ● Extensive experience and leading expertise on research, monitoring and evaluations for non-profit projects on social development in China. ● Previous experience on semi-structured interviews/questionnaire surveys and related data analysis ● An innovative, can-do attitude and detail-oriented working approaches ● Strong communication and coordination skills with partners, interviewees and local school administrators. <p><i>N.B. It is expected that this senior level international M&E consultant will be supported by a national junior level consultant to conduct the above activities.</i></p>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>UNFPA will provide necessary administrative support to the consultant to perform his/her work.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>The consultant could be based either in China or abroad.</p>