



Terms of Reference

Design and Implement the 5th UNFPA Youth Leadership Workshop in 2021

I. BACKGROUND

About UNFPA

UNFPA - the United Nations Population Fund, works on delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. Headquartered in New York, UNFPA started working in China in 1979 and has been promoting social development and equity in China for 41 years. In the past four decades, UNFPA has established a close partnership with various government agencies, NGOs, youth networks, academia and media.

Promoting youth development, especially promoting youth leadership and participation is key to UNFPA's work in China and globally. In the past decade, UNFPA has worked with the National Health Commission, China Family Planning Association, Peking University, Tsinghua University, China Youth Network and the Central Committee of the Communist Youth League to carry out youth capacity building trainings and workshops, experience sharing events, and social development programs, providing young people with platforms and opportunities to realize their potential.

About the project, "Cultivating Youth Leadership under the Belt and Road Initiative (BRI)"

The project "Cultivating Youth Leadership under the BRI" is funded by Beifang International Education Group (BIEG), a private higher education group owns 18 private higher education institutions in China. The project is implemented by UNFPA China in partnerships with national partners and networks such as Tsinghua University, China Youth Network and BIEG.

More than 10,000 young people, including students from BIEG affiliated universities, high schools and other youth networks have benefited from this project since 2018. Young people have been empowered with information and skills on the global development issues including the Sustainable Development Goals (SDGs), sexual and reproductive health and rights (SRHR), women's empowerment and gender equality, youth leadership and advocacy through participating in activities such as youth leadership workshops, national and international conferences, lectures and dialogues.

About the UNFPA Youth Leadership Workshop

Under the youth leadership project, the Youth Leadership Workshop (the Workshop) is designed to promote youth involvement in positive social changes through capacity building and dialogues. The Workshop introduces youth leadership and participation in advancing the SDGs and International Conference on Population and Development (ICPD), and motivates young leaders to take proactive actions in improving their communities and the world they live in.

In 2019 and 2020, UNFPA China and its partners had organized 4 youth leadership workshops in Beijing. 180 students had participated in the workshops from 18 universities, colleges and high schools across China. During the Workshops, young people enhanced their leadership and communication skills by learning about development issues and engaging with mentors and their peers. Participants also developed entrepreneurship initiatives to address social challenges and received mentorship from experts.

OBJECTIVE

A capable institution will be contracted to design and deliver the 5th UNFPA Youth Leadership Workshop in 2021. The exact dates will be confirmed in consultation with our partners considering the evolving COVID-19 situation in China. The Workshop will have several objectives, as illustrated the following:

1. To create an active network of youth leaders with an effective coordination mechanism. The network will enable youth leaders to support each other, share their experiences and explore collaborations in the future;
2. To familiarize youth leaders with UNFPA' mandate and its work, as well as the SDGs. After the workshop, the youth leaders are expected to voluntarily act as UNFPA China Youth Advocates in their respective universities, to advocate adolescent sexual and reproductive health and rights, gender equality and youth leadership, etc.;
3. To improve participants' leadership capacity, improve their skill sets such as communication and advocacy skills, networking skills, project planning and implementation skills.
4. To promote youth leaders' awareness, creativity, knowledge and skills of transforming ideas into actions; to empower youth leaders to have positive influence among their peers, such as creating and leading joint solutions for promoting sexual and reproductive health and youth development.
5. To provide continuous and consistent mentorship support for youth leaders to implement their solutions for social challenges during the post workshop period.

II. SCOPE OF WORK

1. Upon consultations with UNFPA and BIEG, a selected institution should develop a comprehensive workshop module that meets the above-mentioned objectives while considering the COVID-19 situation;
2. Design an online selection process along with selection criteria for youth participants; Collect participants' learning needs for the Workshop during applications; Support UNFPA and BIEG in the selection process.
3. Mobilize and propose a diverse and experienced facilitators' team that is capable of delivering the Workshop, taking advantage of each facilitator's expertise and meeting the students' learning needs, which will be collected during the application process;
4. Deliver the Workshop together with the facilitators' team as per ToR and workshop agenda to be agreed with UNFPA and BIEG;
5. Develop an impact assessment plan for the Workshop and youth leaders' follow-up actions that can be managed by BIEG and UNFPA sustainably; establish a follow-up plan

to collect feedback and results and deliverables of participants' group projects after the Workshop and assess their impacts.

III. DELIVERABLES

1. A workshop proposal for conducting the youth leadership workshop, including a workshop agenda, a list of speakers and facilitators, participants' selection plans, impact tracking plans, and a budget breakdown. All mentioned documents should be consulted and agreed by BIEG and UNFPA.
2. A final progress report, including the outcomes and data of the workshop, a list of participants, feedback summaries, pictures of activities, and an expenditure breakdown.

IV. QUALIFICATIONS

1. Extensive experience in designing and implementing youth leadership workshop, including topics on adolescent sexual and reproductive health, gender equality, population and development, youth leadership and youth development;
2. In-depth understanding of the SDGs and UNFPA's work;
3. Well connected with resourceful experts and facilitators in the field of youth development and health;
4. Major crew members of the implementing agency should be fluent in both Chinese and English;
5. Previous working experience with UNFPA China, especially on youth activities is an asset;
6. Innovative, can-do attitude, and detail-oriented;
7. Flexible solutions to design and deliver the Workshop according to the COVID-19.

V. TIMELINE

- March: contract signed; facilitators and youth participants of the 5th Youth Leadership Workshop selected
- April: the 5th Youth Leadership Workshop completed; the impact assessment completed
- May: the final progress report of the 5th Youth Leadership Workshop submitted

VI. BUDGET PLAN

- The first installment (40% of total) will be dispatched upon the submission of a proposal, including a detailed work plan for the workshop, a list of proposed facilitators and speakers, and a budget proposal, etc.
- The final installment (60% of total) will be dispatched upon the submission of: a final progress report documenting the results and outcomes of the workshop; a list of mentors and results summary.

Crew members' travel costs (if any) will be included in the lump sum payment and will be managed by the travelers.

Please submit your application, including a proposal in English, your organization's qualifications, work samples and a budget plan, to haoran@unfpa.org and gaoshan@unfpa.org by 21 March 2021 at 5:00 PM Beijing time.