

## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

<b>TERMS OF REFERENCE (to be completed by Hiring Office)</b>	
Hiring Office:	UNFPA China Office, Beijing
Purpose of consultancy:	<p><b>Hiring a Chinese national consultant to support the assessment of the UNFPA China innovation project- providing comprehensive sexuality education through live streaming technology in China</b></p> <p>Under the guidance of lead of the assessment team (a senior international consultant), the national consultant aims to provide implementation and in-field support for the assessment of UNFPA China innovation project—Providing Comprehensive Sexuality Education (CSE) through Live Streaming in China. The national consultant is expected to support the design of the assessment methodology, including research instrument, lead the data collection process (with support from UNFPA and Marie Stopes International China together with a few volunteers), support data analysis and report writing.</p>
Scope of work:  <i>(Description of services, activities, or outputs)</i>	<p><b>Background:</b></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 comprehensive sexuality education in school.</p> <p>To further improve the live streaming project, in 2019, 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, Sichuan and Yunnan provinces. The implementation of the pilot project will be undertaken by Marie Stopes International China and China Family Planning Association between August to December 2020 while the assessment team, composed by an international senior consultant as the lead, a national consultant and a few volunteers, will conduct the assessment in close collaboration with UNFPA, China Family Planning Association and Marie Stopes International China.</p> <p>The assessment is expected to answer the following questions:</p> <ul style="list-style-type: none"> <li>• How well implemented was this innovative online teaching of the CSE?</li> <li>• How well achieved were the objectives of the course?</li> <li>• How effective is this innovative approach?</li> <li>• How to scale this Innovation approach, including its sustainability and the coordination effectiveness?</li> </ul> <p>The findings and recommendations from the assessment will be presented as evidence to improve the project design for future scaling up.</p> <p><b>Scope of work:</b></p> <p>The national consultant will work under the guidance of the team lead, and in coordination with UNFPA, China Family Planning Association and Marie Stopes International China. The national consultant will deliver the following activities and be accountable for high-quality results:</p> <p><b>PHASE 1: AUGUST, Preparation</b></p> <ol style="list-style-type: none"> <li>1. <b>Conduct desk review together with the team lead:</b> The consultants will conduct desk review to             <ol style="list-style-type: none"> <li>a) Support the documentation of different phases of design and implementation of the live streaming CSE project including its implementation in previous stages</li> </ol> </li> </ol>

- b) With emphasis on CSE experiences in China, to collect and review 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) To review the context of demands, challenges, and current situation of young people's sexual and reproductive health issues in China and contribute to the integration of this information in the overall assessment report.

2. **Support the design of the assessment methodologies:** The national consultant will work closely with the team lead and provide support to the design of the assessment and data collection methodologies. This will entail translate the assessment tools into Chinese, verifying it with the project team and pilot testing each instrument to ensure among other things that they are culturally appropriate, age appropriate and are well understood by the intended groups of subjects.
3. **Mobilize a team of volunteers (2-3 people):** the national consultant will mobilize 2-3 volunteers who have research experience and could commit to support the implementation of the assessment. The national consultant will also need to train the team members in conducting each of the instruments that will be used in the assessment

**PHASE 2: SEPTEMBER-NOVEMBER, Data collection**

4. **Conduct the project assessment in the field:** Based on the previously developed and validated research protocol and instruments, the national consultant will conduct data collection in pilot sites with support from the volunteers, and under the guidance from the team lead. The task will include both quantitative data collection through administering questionnaires and collecting data from MSIC's online platform, as well as qualitative data collection through conducting interviews and focus group discussions.
5. **The national consultant will serve as a liaison person between the team lead and stakeholders, including UNFPA, CFPA, and pilot schools (if needed):** The consultant will conduct day-to-day communication and coordination with relevant stakeholders, to ensure smooth exchange of information during the implementation.
6. **Produce a draft summary of findings in English:** the national consultant will produce draft summary in English of each set of findings according to data collection method and according to topic of analysis as planned in the framework of analysis. For example, summary findings of interviews with principals, summary of findings of focus group discussions by location and subjects etc...
7. **The national consultant will provide translation support if requested by the team lead.**

**PHASE 3: DECEMBER, Support data analysis and report writing**

8. **Support the data analysis and report writing:** The national consultant will support the team lead to conduct the data analysis and report writing.

**PHASE 4: DECEMBER, Improve the online M&E platform**

9. **Work with the team lead to improve the current MSIC's online M&E platform of the live streaming CSE project:** The consultant will provide advice which will contribute to the development of an M&E guidance for MSIC and UNFPA, after assessing the current online MSIC's M&E system. The guidance will include:

**Expected milestones and deliverables**

1. The desk review report, produced in accordance with the scope of work requirement

	<ol style="list-style-type: none"> <li>2. A consolidated results of assessment data in line with the key indicators and research questions;</li> <li>3. A work plan for volunteers during the process of assessment implementation</li> <li>4. The finalized high-quality assessment report;</li> <li>5. Satisfactory performance as evaluated by UNFPA and the team lead.</li> </ol>
Duration and working schedule:	<p>The consultant is expected to work from 15 August 2020 to 15 December 2020. The preliminary timeline arrangement is as following:</p> <ul style="list-style-type: none"> <li>● <b>August-</b> prepare, conduct literature review, support the design of methodologies; mobilize a team of volunteers</li> <li>● <b>September- November:</b> lead the data collection process</li> <li>● <b>December:</b> support data analysis and report writing</li> </ul> <p>The planning of activities should also take the COVID-19 situation into consideration. The exact working days are to be proposed by the national consultant.</p>
Place where services are to be delivered:	<p>The consultant will not work in UNFPA premise but will visit the field in Yunnan, Sichuan and Qinghai provinces. The cost associated with the national consultant and volunteer's travel will be covered by UNFPA.</p>
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant will submit results on electronic copies both in English and Chinese</p>

Interested candidate please send your CV, a writing sample (preferably a monitoring and evaluation report) and a proposed daily rate to Mr. Junjian Gaoshan, UNFPA China A&Y Programme Officer, by 20 August 2020.

Email: [gaoshan@unfpa.org](mailto:gaoshan@unfpa.org)