

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 develop an online course on sexual and reproductive health for university students aged 18-24. Specifically, the consultant is expected to develop a work plan for the course structure, a course name, and advice on visual design, as well as a package of content script, content for activities, quiz and a certificate. The consultant needs to ensure that the course is age-appropriate, evidence and skills-based and in line with international standards.
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>Rational: The sexual and reproductive choices of young people can have a cascading effect on their human rights. Unintended pregnancy, for example, can lead young women to drop out of school, which deprives them of their right to education. Poor understanding of gender equality can lead to discrimination and gender-based violence. Adequate information on sexual and reproductive health enables young people to protect their health, well-being and dignity.</p> <p>In the digital education environment, young people are responding to challenges of the day with innovative approaches. UNFPA and its partner plan to develop an online course for university students on Comprehensive Sexuality Education (CSE), which includes information and discussions on sexual and reproductive health, relationships, culture and gender roles, and also addresses human rights, gender equality, and threats such as discrimination and sexual abuse.</p> <p>Learning objectives: Through a comprehensive learning on age-appropriate, evidence and skills-based CSE concepts, students would be empowered to make responsible decisions for their own bodies and lives in the college years and in their future development.</p> <p>The consultant will be responsible for the following tasks:</p> <ul style="list-style-type: none"> • Developing a functional work plan features the online course structure, a course name and visual design advice for review and validation; • Instructionally designing the content of the online course based on accurate information, evidence and consultations with relevant stakeholders. • Proposing a catchy and an interesting name for the online course that would meet young people’s desires. • Producing a self-paced, well-structured and interactive online course package in line with the International Technical Guidance on Sexuality Education (ITGSE). • Conduct regular updates with UNFPA while adjusting work results upon requests and needs. <p>Modality:</p> <ul style="list-style-type: none"> • The online course should be activities-based with a combination of videos, scenario based information and quiz. • The online course should cover topics promoted by CSE and should be age-appropriate and human-centered, in consideration of the younger generation’s needs. • The online course should be developed in English and is expected to take no more than 60 minutes to complete. • Participants who complete the course and pass the quiz will be awarded with a certificate, and those who cannot pass the quiz should restudy. • The format of the online course can refer to BSAFE, an online security awareness training developed by UNFPA: https://training.dss.un.org/course/category/6

	<p>Target audience:</p> <p>The online course is designed for university students aged 18-24. It will be piloted in one university and will expand to 18 universities in China.</p> <p>Expected milestones and deliverables</p> <ul style="list-style-type: none"> • A detailed work plan with course structure, a course name, and advice on the visual design for the course. • A full package of content including scripts, activities, quiz, certificates for the online course in English, together with any supporting materials, accepted by UNFPA. • A revised package based on feedback and consultations for the final submission. <p><i>Please note, UNFPA China will reserve all copyrights on the online-course materials for nonprofit educational purposes; Without agreement and permission, the course shall not be distributed for other purposes.</i></p>
<p>Duration and working schedule:</p>	<p>The consultant is expected to work for 20 days in 2021 with regular debrief meetings arranged with UNFPA. The preliminary timeline arrangement is as following:</p> <ul style="list-style-type: none"> • Phase one: development of a course structure, a course name and advice on the visual design for the course • Phase two: development of the actual online course content, including scripts, quiz, a certificate, narratives and activities in English • Phase three: submission of a final package <p>Actual time arrangement is to be proposed by the consultant</p>
<p>Place where services are to be delivered:</p>	<p>The consultant will not work in UNFPA premise and can be home-based consultancy</p>
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>The consultant will submit results on electronic copies in English</p>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<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>
<p>Supervisory arrangements:</p>	<p>Mr. Junjian Gaoshan, Youth Programme Officer of UNFPA China will monitor and manage the progress, conduct quality assurance of the deliverables.</p>
<p>Expected travel:</p>	<p>N/A</p>
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>A senior international CSE 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 sexuality education, sexual and reproductive health, education, public health, particularly for young people aged 18-24. • Previous experience on interactive course development, education package development, programme consultancy for non-profit organizations. • An innovative, can-do attitude and detail-oriented working approaches • Excellent communication skills, with innovative, can-do attitude and detail-oriented working approaches.

	<ul style="list-style-type: none"> • Previous working experience with the UN is an asset.
<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>Please submit a detailed proposal in English, indicating an initial design of the online course, your qualification and time arrangement, work samples and a consultancy fee to hr.china@unfpa.org and copy haoran@unfpa.org. The deadline of the submission is 18 February 2021 at 9:00 am (GMT+8).</p>