



TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT
Contextualization of Adolescent Girls Assets Framework

<p>Hiring Office:</p>	<p>UNFPA Jordan Country Office</p>
<p>Background and Purpose of Consultancy</p>	<p>UNFPA is implementing the (Developing the Economic, Social and Health Assets of Adolescent Girls and Young Women) Project, targeting 100 young women and 600 adolescent girls. This project will be implemented through a combination of targeted interventions centered around three main components; i) Adapting the framework to the context ii) Piloting the activities and finalizing the content and iii) Program Management.</p> <p>The “Building Assets Toolkit”, widely used by practitioners, policymakers, and advocates, will be applied to adapt the content of the assets-building framework. The framework focuses on building young women’s and adolescent girls’ economic, social, and health assets through a collaborative approach engaging with public, private, and civil society to generate an enabling environment to improve the social and economic status of young females in their communities.</p> <p>Assets can be categorized as social, health, and economic. The Framework follows, a store of values related to what a person can do or be (their “human stock”) and include resources, knowledge, and skills that adolescent girls and young women can draw upon to shape their lives. The program focuses on supporting the most marginalized adolescent girls through a combination of targeted interventions focused on capacity development, technical assistance, and financial resources. This will include the creation of safe spaces and community platforms for girls to gain life skills, expand their social networks and have access to female mentors’/role models, access local resources and services, and be connected to non-formal education and safe livelihood opportunities.</p> <p>The overall objective of the (Developing the Economic, Social and Health Assets of Adolescent Girls and Young Women) Project is to provide expanded choices, increase opportunities and create a more enabling environment for adolescent girls and young women in Jordan to reach their full potential by adapting and piloting the Assets Framework for building economic, social and health assets of adolescent girls and young women.</p> <p>To that end, UNFPA JCO is planning to recruit a national consultant to Adapt the assets framework model to the Jordanian context.</p>

	<p>Adaptation of the assets framework that is available in English (79 pages https://docs.google.com/document/d/1RjAaw5VwnUoFlxZphkDzUk9BLrJegCDr6SqE7TrAUB4/edit and in Arabic https://docs.google.com/document/d/1V_H2hQ5RFEiW1wq6AxYbeFPPNVHT1wtW/edit.</p>
<p>Scope of work: <i>(Description of services, activities, or outputs)</i></p>	<ul style="list-style-type: none"> ● Carry out an inception meeting to ensure a clear understanding of the TORs and expected outcomes and deliverables. ● Develop a work plan and proposed methodology, highlighting key approaches that will be used and the timeframe. ● Data Collection phase includes a Desk review of available literature, holding consultations with community members including FGDs, and key informant interviews with relevant stakeholders. And/or Holding interviews/discussions or technical meetings as per the agreed methodology. ● Based on the above consultations, Contextualize and adapt the assets-based framework (English and Arabic) and ensure relevant feedback, suggestions, comments, and recommendations received are incorporated in the final version. ● This would include preparing a specialized training manual and guidelines including TOT for mentors to train mentees including essential business skills. ● Testing draft content with Girls, in order to provide a final version of the adapted material, the consultant will be requested to test the draft content with girls, ● Based on the final version of the adapted TOT materials to the Jordanian context, the consultant will be responsible to deliver specialized training of trainers.
<p>Duration and working schedule:</p>	<p>Two months, to be completed by 20 June 2022</p>

<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy, etc.):</p>	<table border="1"> <thead> <tr> <th></th> <th>Outputs/Deliverables</th> <th>Timeframe</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Work Plan and Proposed methodology</td> <td>By the 24th of April, 2022</td> </tr> <tr> <td>2.</td> <td>The first draft of the contextualized training curriculum & training curriculum guidelines. (English and Arabic)</td> <td>By the 12th of May 2022</td> </tr> <tr> <td>3.</td> <td>The final draft of the contextualized training curriculum & training curriculum guidelines (English and Arabic)</td> <td>By the 25th of May, 2022</td> </tr> <tr> <td>4.</td> <td>Deliver ToT Trainings</td> <td>By 10th of June</td> </tr> <tr> <td>5.</td> <td>Final Report on Assignment/ Contextualization Process (English)</td> <td>By 16th of June</td> </tr> </tbody> </table>		Outputs/Deliverables	Timeframe	1.	Work Plan and Proposed methodology	By the 24th of April, 2022	2.	The first draft of the contextualized training curriculum & training curriculum guidelines. (English and Arabic)	By the 12th of May 2022	3.	The final draft of the contextualized training curriculum & training curriculum guidelines (English and Arabic)	By the 25th of May, 2022	4.	Deliver ToT Trainings	By 10th of June	5.	Final Report on Assignment/ Contextualization Process (English)	By 16th of June
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<p>Monitoring and progress control, including reporting requirements, periodicity format, and deadline:</p>	<p>The acceptance of services at the end of each completed deliverable will be certified through a Certification of Payment to be counter signed by both parties (IC and UNFPA) and a daily log sheet to be submitted by the consultant including the details of working days and tasks".</p> <p>Regular meetings conducted with the consultant and UNFPA GBV key staff to ensure work progresses as planned and address any faced challenges.</p>																		
<p>Supervisory arrangements:</p>	<p>The consultant will closely work with the adolescent girls' program officer under the supervision of UNFPA Jordan's GBV Analyst and under the overall direction of the Humanitarian coordinator</p>																		
<p>Expected travel:</p>	<p>Due to the fact that the implementation of this project is in the south of Jordan- Karak governorate, the consultant will be requested to visit field locations accordingly. UNFPA will be offering transportation when available/ otherwise the consultant will have to arrange for their own transportation.</p>																		
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p><u>Minimum Qualifications and Experience:</u></p> <ul style="list-style-type: none"> • Master's degree in Social Sciences, Gender, and human rights or in any related field with 5 years or relevant work experience OR a Bachelor degree with at least 7 years of relevant work experience may be accepted in lieu of an advanced university degree. 																		

	<ul style="list-style-type: none"> • Fluency in spoken and written English and Arabic is required • Proficiency in oral and written Arabic and English is essential. • At least 5 years of professional experience in gender /GBV /adolescent girls programming or international development and social sciences. • proven experience in conducting research and developing strategies/ materials related to advancing gender equality and preventing GBV /adolescent girls- relevant work. • Experience in strategic analysis, context adaptation, and report writing; • Ability to consolidate, synthesize and analyze information • Familiarity with UN and/or UNFPA mandate and activities, • Demonstrated organizational skills, including the ability to work independently and productively, with multiple stakeholders in a fast-paced environment. • Familiarity with UN work is desirable. <p>Core Competencies:</p> <ul style="list-style-type: none"> • Values • Achieving results • Developing & applying professional expertise • Thinking analytically & strategically • Working in teams/managing self and relationships • Communicating for impact <p>Functional Competencies:</p> <ul style="list-style-type: none"> • Strong knowledge and familiarity with the Jordan humanitarian context, particularly adolescent girls' situation, GBV prevention, and response. • Ability to communicate complex information and ideas in a simplified manner; • Ability to work under pressure and to deliver on time.
<p>Inputs/services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>UNFPA Jordan Country Office will support in Facilitating meeting schedules with implementing partners and other stakeholders if needed.</p>



UNFPA Work Environment:

UNFPA provides a work environment that reflects the values of gender equality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balanced gender distribution and therefore encourage women to apply. UNFPA promotes equal opportunities for all including persons with disabilities.

How to apply:

Interested individuals with the required qualifications and experience should submit their application to jco-consultants@unfpa.org, with the subject line “Contextualization of Adolescent Girls Assets Framework”.

The application should include:

- A cover letter, indicating the candidate’s motivation for this consultancy and relevant expertise and experience.
- A copy of academic qualifications.
- Duly completed [P11 UN Personal History Form](#) (only P11 Form will be considered)
- Technical proposal
- Financial proposal
- Names and contact information of three references.

The closing date for the submission of applications is **13 April 2022** at 11:59 p.m. (Amman time).

Only those candidates who meet all qualifications and experience will be contacted for further consideration. Incomplete applications will be automatically disqualified.