

## TERMS OF REFERENCE FOR NATIONAL CONSULTANT

<b>TERMS OF REFERENCE (to be completed by Hiring Office)</b>	
Hiring Office:	UNFPA Bosnia and Herzegovina
Purpose of consultancy:	<p>UNFPA in Bosnia and Herzegovina is a part of the Western Balkan Region (WB6), undergoing an exercise that will lead towards enhancement of mutual trust and reconciliation across the Region.</p> <p>In the moment when Bosnia and Herzegovina aims to accelerate its EU Integration Process, as one of the main EU Enlargement requirements is Regional Dialogue and Reconciliation. At the same time, the Regional Youth Cooperation Office (RYCO) has emerged from the Berlin Process, a political dialogue supported by several EU Member States and the WB6.</p> <p>Given that RYCO is endorsed by governments, CSOs and youth representatives in WB6, their promotion of diversity and democratic values, fostering reconciliation and remembrance and intercultural mobility, response to momentum for Youth, Peace and Security (YPS) in the Region is necessity. Focused on capacity building, it is aim to support the UN to step in quickly to respond to the political momentum of RYCO's creation and maximize the chances for success of this regionally owned initiative.</p> <p>RYCO's programme focuses on creating opportunities for young people to engage in activities that build mutual understanding and reconciliation in the civic, social, educational, cultural and sports domains. RYCO initiates and participates in policy making and advocates for reform. It supports the development of a political and social environment that empowers and facilitates youth exchange. In pursuing its mission, RYCO will demonstrate its commitment to human rights, human dignity and the building of peace based on mutual respect and trust.</p> <p>The above mentioned mandate is fully responding to the needs of present legacies of conflict that continues to effect everyday life of youth in WB, by constant existence of inter-generational transfer of traumas, constructed nationalistic narratives, and with no memory of a time of peaceful coexistence before the conflict.</p> <p>The role of UNFPA BIH within the Supporting the Western Balkan's collective leadership on reconciliation project is building capacity and momentum for the RYCO to support the one and a half years' project, together with UNDP and UNICEF. During this regional project, financed by the United Nations Peacebuilding Fund, UNFPA CO Albania is the direct recipient organizations.</p> <p>The project aims to enhance social cohesion and reconciliation among youth across the Western Balkans – as measured by an increasing embrace of diversity, more tolerant attitudes and reduced prejudice and discrimination through the mechanism of providing support to RYCO. The project will support RYCO to work in partnership with civil society, education systems and schools, grass roots, youth institutions and youth in general for the consolidation of RYCO with the capacity to promote reconciliation, mobility, diversity, democratic values, participation, active citizenship and intercultural learning.</p>

	<p>UNFPA BIH - UN entity that is directly dealing with youth, will be focused on the output 2, of the mentioned project: Capacities of youth groups and grassroots organizations to access and use RYCOs resources to engage in peacebuilding and social cohesion activities in the WB6, assign to Activity 2.</p> <p>Namely, upon engagement and finalization of the Adaptation of peer manual to peacebuilding by International Consultant, arranged by UNFPA CO Albania, there is a need to engage national expert at the state level of the countries involved.</p> <p>To that end, UNFPA BIH will enlist support of national expert who will generate necessary adaptation of the Peer Manuel to the local context of peacebuilding environment, conflict resolution and intercultural dialogue and adaptation of the training methodology.</p> <p>Both UNFPA and RYCO bring into this process strong partnerships, knowledge and networks across national, entities' and local levels, all delivering sustainable, long-term solutions into youth and their potentials.</p> <p>This ToR describes the role, tasks and responsibilities of UNFPA consultant.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>Under the supervision and joint day-to-day coordination of UNFPA Programme Analyst for SRH and Youth, the consultant will be responsible for adaptation of the Peer to Peer Manual to the local context of peacebuilding environment and creation of training methodology aimed to developing the capacities of youth from the target marginalized groups (such as Roma, LGBTI groups, women's organization, youth leaving with disabilities).</p> <p>Breakdown of tasks and responsibilities is listed below, and reflects duties and expectations from national consultant:</p> <ol style="list-style-type: none"> <li>1. Consultant will adapt Peer to Peer Manual to the local context of peacebuilding environment to ensure Peer to Peer methodology, young people's personal development aspects, and young people experience and other relevant aspects are properly reflected in the manual; in according to the following steps: <ol style="list-style-type: none"> <li>a. Desk-review on BIH documentation related to youth: Laws, policies, strategies – from the local level, over cantonal, entity and joint institutions level;</li> <li>b. Desk-review of the international documents related to youth;</li> <li>c. Coordination and consultation with International Consultant (IC) on relevant materials/documents/analysis;</li> <li>d. Coordination and consultation with IC on Western Balkan w/s, where the first draft of the Manual and Methodology will be presented. NC will prepare and identify relevant BIH young participants for the w/s;</li> <li>e. Upon finalization of the w/s, NC will adapt the final Manual and methodology, in cooperation and consultation with IC;</li> </ol> </li> </ol>

	<p>f. Organizing, at least two w/s with 50 participants in total, where ToT trainers will be the ones participated at the Western Balkan w/s;</p> <p>2. Peer to Peer Methodology will be used as a tool for youth engagement in peacebuilding and reconciliation issues, and to:</p> <ul style="list-style-type: none"> <li>• Focus on collaborative, interactive w/s and face to face sessions,</li> <li>• Focus on inclusiveness, peacebuilding, tolerance, anti-discrimination and no hate speech at the w/s.</li> <li>• Strengthen the capacities of young people, especially from the target marginalized groups, become able to apply the peer-to-peer learning methodology on the YPS and amplify/expand outreach to other youth groups and organizations unable to attend the w/s.</li> <li>• Shaped on the country context with a specific focus experiences of different genders and by young people from various socio-economic, ethnicity and cultural background.</li> </ul> <p>The national consultant will conduct consultation with international consultant on both issues:</p> <ul style="list-style-type: none"> <li>- Adaptation of youth peer to peer methodology</li> <li>- Adaptation of w/s methodology together with the first ToT WB workshop organization.</li> </ul>
Duration and working schedule:	<b>November 1, 2019 – May 31, 2020 (a total of up to 30 working days over the course of the assignment)</b>
Place where services are to be delivered:	2 locations in BiH (with possibilities of extension to two more locations for two w/s more).
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ol style="list-style-type: none"> <li>1. Survey on BiH documentation related to youth (8 working days)</li> <li>2. Consultation, coordination with IC on WB w/s in identification of youth representatives and participation (3 working days)</li> <li>3. Adapt ypeer manual and methodology to BiH context in consultation with International Consultant and submit the final electronic version (word and PDF) to UNFPA (10 working days)</li> <li>4. Organization of at least two w/s, identification of relevant young participants. Preparation and delivery (7 working days).</li> </ol>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Consultant will directly report to the UNFPA Programme Analyst, while day-to-day communication will be made with international consultant. UNFPA will provide reporting templates, while reporting dates are listed above.
Supervisory arrangements:	Consultant's overall supervision and quality assurance rests with the UNFPA Programme Analyst.
Expected travel:	Mostly home based, with expected travel to the place of ToT w/s.
Required expertise, qualifications and	<ul style="list-style-type: none"> <li>• BA / MA in one of the following fields (social work, psychology, law, political science, public administration, international relations, and international development); with 5 years of relevant working</li> </ul>

<p>competencies, including language requirements:</p>	<p>experience (intercultural dialogue and learning and/or peacebuilding, education management, community engagement; or youth participation management and leadership).</p> <ul style="list-style-type: none"> <li>• University degree with additional two years of experience may be taken into the consideration in lieu of the Master degree.</li> <li>• Direct experience in working on issues in developing training curricula, manuals, or similar activities;</li> <li>• Previous working experience in the Western Balkans in the area of education, youth and peace management/ leadership; community engagement is an advantage,</li> <li>• Experience in dealing with governmental counterparts particularly within youth sectors and related areas is considered an advantage</li> <li>• Understanding and addressing the issues that affect personal, community and political security among young people,</li> <li>• Understanding and addressing peer - to – peer learning on youth, peace and security concept (YPS),</li> <li>• YPS relevance to other marginalized youth groups and organizations,</li> <li>• Understanding and relevance of YPS towards girls and young women.</li> <li>• Excellent skills in English and local languages.</li> <li>• Proficiency in current office software applications.</li> </ul>
<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 all the necessary reading materials.</p>
<p>Other relevant information or special conditions, if any:</p>	
<p>Signature of Requesting Officer in Hiring Office:</p> <p>Date:</p>	