

## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

<b>Programme Associate for Youth Engagement in SDGs Implementation</b>	
<p>Purpose of consultancy:</p>	<p>One of the essence of the Sustainable Development Goals (SDGs), which Indonesia has endorsed, is “Leaving no one behind”. Therefore, Indonesia should lead in embracing all young people, as the custodians of the post 2015 agenda, in national planning and lead in addressing inequities and marginalisation that affect young people. The 2030 Agenda for Sustainable Development will guide our development priorities for an entire generation. Young people played a key role in shaping this agenda and understand the stakes: they experience first-hand many of the issues it seeks to address. Young people have unique insights and perspectives that can drive more effective policy and programming, and ensure that government commitments are fulfilled. By collecting data, monitoring progress, and taking part in follow-up and review mechanisms, young people can be further engaged in the new global development agenda.</p> <p>In light of this, UNFPA Indonesia is seeking an individual consultant to bring together governments, civil society, donors, the private sector and youth-led organizations to adviser for greater investment in young people as a development priority in achieving SDGs. It also aims to build the skills of young leaders and involve young people and youth-led organizations in policy making and programming, as well as supporting independent, effective and sustainable organizations led by young people, especially marginalized adolescents, to advocate for their human rights and development priorities for SDGs achievement.</p>
<p>Scope of work: <i>(Description of services, activities, or outputs)</i></p>	<p>The tasks will include:</p> <ol style="list-style-type: none"> <li>1. Maintain and expand the network also liaising with youth networks, CSOs, private sector, academic and government, including the Ministry of National Development Planning (Bappenas) - as the coordinator of SDGs Implementation in Indonesia and Ministry of Youth and Sports (MoYS) for the establishment of coordination mechanism for youth participation in the SDGs implementation in Indonesia</li> <li>2. Provide strategic advice for the development of SDGs Baseline Report on Adolescent Youth, Background Study on Youth for the RPJMN 2020-2024 and implementation of the National Action Plan on Youth Development, including:</li> </ol>

	<ul style="list-style-type: none"> <li>a. To ensure the English translation of the YDI meet the quality standard of UNFPA</li> <li>b. To ensure the finalization of the SDGs Baseline on Adolescent and Youth meet the quality standard of UNFPA</li> <li>c. To facilitate the establishment with Bappenas of the the SDGs Youth Hub;</li> </ul> <p>3. Strengthen collaboration and exchange among all relevant UN entities, through UN Inter-Agency Network on Youth Development (IANYD) mechanism, to increase the effectiveness of UN work in SDGs and youth development in Indonesia. In coordination with the Programme Analyst for Youth and ASRH, supporting the secretariat tasks of IANYD, including ensuring the IANYD meetings are organized quarterly, managing IANYD online platform, taking Minutes of Meeting (MoM) of IANYD meetings, ensuring all supporting documents are available and shared among IANYD members</p> <p>4. Maintain communications and coordination of the UN Inter-Agency Network on Youth Development (IANYD) mechanism:</p> <ul style="list-style-type: none"> <li>a. Organize at least one IANYD technical meeting in October or November 2018 and prepare action oriented minutes of all meetings under the IANYD meetings;</li> <li>b. Coordinate the monitoring of follow up actions;</li> <li>c. Maintain information sharing through multi-media.</li> </ul> <p>5. Strengthen the coordination and roles of the UNFPA Youth Advisory Panel in the 9<sup>th</sup> UNFPA Country Programmes, including to coordinate the capacity building and regular technical meeting for YAP, recruitment of new YAP members and other activities related to youth development programmes</p> <p>6. Provide technical assistance to develop social media contents and promote engagement of youth networks and organizations in the programmes and activities supported by UNFPA</p> <p>Results/Expected Outputs:</p> <ul style="list-style-type: none"> <li>1. Improved communication between Government, including Bappenas and MoYS, CSOs, development partners, private sector and youth networks.</li> <li>2. Database of youth organizations/networks for SDGs implementation at national and subnational level is updated.</li> <li>3. Technical support for the development of SDGs Baseline on Adolescent and Youth, Background Study on Youth for the RPJMN</li> </ul>
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	<p>2020-2024, and implementation of National Action Plan on Youth Development are provided</p> <ol style="list-style-type: none"> <li>4. Establishment of SDGs Youth Hub</li> <li>5. The coordination among IANYD members is strengthened, including an IANYD technical meeting is organized in October or November and its MoM and other supporting documents of the meeting are available and shared among the members, also IANYD online platform is maintained</li> <li>6. Activities report of YAP's engagement in the UNFPA's programmes in 2018 is available. A new YAP members are recruited. Increased YAP involvement in UNFPA programme</li> <li>7. Timely and quality support to production of youth-related advocacy materials for social media and using other IT applications.</li> </ol>
Duration and working schedule:	Full time, until 31 December 2018
Place where services are to be delivered:	Jakarta, Indonesia
Supervisory arrangements:	Under the overall guidance of the UNFPA Representative, the direct supervision of the Programme Analyst for ASRH and Youth, the Programme Associate for Youth Engagement in SDGs Implementation will be expected to strengthen youth engagement in the SDGs achievement programmes in Indonesia.
Required expertise, qualifications and competencies, including language requirements:	<ol style="list-style-type: none"> <li>1. Competencies <ol style="list-style-type: none"> <li>a. Demonstrated strong familiarity with issues related with SDGs, youth leadership and engagement, human rights and gender equality.</li> <li>b. Demonstrated strong familiarity on project management.</li> <li>c. Good interpersonal, networking and communication skills;</li> <li>d. Good writing skills.</li> <li>e. Willingness to contribute and work as part of a team;</li> <li>f. Excellent and Up-to-date computer skills required.</li> <li>g. Computer skills (i.e. Word, Excel, PowerPoint, social media, and others).</li> </ol> </li> <li>2. Required Skills and Experience <ol style="list-style-type: none"> <li>a. Education:</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>• Bachelor’s degree in one of the following fields: social sciences, public administration, law, public health, or international relations. A Master’s degree would be an added advantage.</li> </ul> <p>b. Experience:</p> <ul style="list-style-type: none"> <li>• A minimum of 2 (two) years (master’s degree) or 6 (six) years (bachelor’s degree) of experience in programmes related with youth empowerment and leadership.</li> <li>• A minimum of four years’ experience in developing policy briefs, studies or advocacy works on youth development issues.</li> <li>• Familiarity working with government institutions, NGOs and young people will be an advantage.</li> </ul> <p>c. Language:</p> <ul style="list-style-type: none"> <li>• Fluency in spoken and written English is required</li> </ul>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>The Programme Associate for Youth Engagement in SDGs Implementation will be based at UNFPA CO.</p>