

**UNFPA YOUTH ADVISORY PANEL 2019 - 2021**  
**TERMS OF REFERENCE**

<p>Purpose of consultancy:</p>	<p>UNFPA believes that investing in young people is an important strategy towards achieving the Sustainable Development Goals (SDGs) and ICPD Programme of Action. Young people have 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.</p> <p>In improving the policy environment for greater investment in youth, one of UNFPA’s key strategies is to promote youth leadership and participation through the Youth Advisory Panel (YAP). Since 2008, UNFPA Indonesia has supported the YAP as an effective mechanism to engage youth in the planning, monitoring and decision making process of UNFPA programmes. Through YAP, youth have access to provide the means for communication and the exchange of ideas, knowledge and views, particularly on youth participation in the SDGs implementation in Indonesia, to UNFPA and related stakeholders.</p> <p>In light of this, UNFPA Indonesia will recruit up to ten talented young Indonesians, as the new batch of Youth Advisory Panel (YAP) members for the 2019 - 2020 period. The selected ones will be invited, as YAP members, to collaborate with UNFPA in the agency’s programmes and activities.</p>
<p>Scope of work:          (Description of services, activities, or outputs)</p>	<p><b>Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Facilitate the exchange of information and knowledge-sharing about best practices and lessons learned from youth policies and programmes as well as on major opportunities and challenges for moving the youth development agenda forward including gender equality and sexual and reproductive health and rights;</li> <li>2. Represent the voices of youth, advocate for and facilitate the meaningful engagement of young people by various youth development role players in policy and programme development forums;</li> <li>3. Enable greater understanding among UNFPA, government, youth groups and youth-serving partners on UNFPA’s policies and programmes, and how adolescent and youth concerns can be more effectively addressed in various political and socio-cultural contexts;</li> <li>4. Advise UNFPA and its partners and government on how to ensure youth participation in the development of its policies, programmes and activities across the areas of its mandate;</li> <li>5. Participate and engage in the National/ Sub-National Coordination Forum, particularly the ones funded by UNFPA, on youth development agenda including gender equality and sexual and reproductive health and rights;</li> </ol>

	<ol style="list-style-type: none"> <li>6. Identify emerging issues in young people’s reproductive health and rights (including gender issues, cultural practices, etc.)</li> <li>7. Convey information and messages on critical youth issues (gender equality, SRH, HIV, human rights) from provincial and national forums back to constituencies and communities.</li> <li>8. If required, participate in meetings or workshop with UNFPA CO and stakeholders (including technical working groups).</li> </ol> <p><b>Outputs:</b></p> <ol style="list-style-type: none"> <li>1. Involvement of YAP in UNFPA programmes and activities in 2019 and 2020 - specifically in programmes related to youth development.</li> <li>2. Recommendations to help make UNFPA Indonesia’s programmes more youth friendly.</li> <li>3. Involvement of YAP in the development of SDGs Youth Hub</li> <li>4. Participation of YAP members in a research to improve youth access to SRH information and services in the UNALA project implementation</li> <li>5. Participation of YAP in the consultation and decision-making process within the UNFPA Country Programmes, such as the development of the National Action Plan (NAP) on youth development, SDGs Youth Hub and Youth Development Index (YDI).</li> </ol>
Duration and working schedule:	Part time, until 31 March 2021
Place where services are to be delivered:	Home based
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	UNFPA will organize regular coordination meetings with YAP members. Also, regular communication through emails and online forum will be established to facilitate intensive communications between YAP members and UNFPA. A selected focal point of YAP will submit quarterly reports on YAP activities to UNFPA.
Supervisory arrangements:	<p>The Programme Analyst for ASRH and Youth, under the supervision of the Representative, will be responsible to facilitate the communication, coordination with and participation of YAP in the UNFPA Country Programmes. The UNFPA Representative and Assistant Representative will provide the second layer of quality assurance on YAP engagement in the UNFPA Country Programmes.</p> <p>For daily communication and coordination with the YAP members, the Programme Analyst for Youth and ASRH will be assisted by the Programme Associate for Youth Engagement in SDGs Implementation, as the focal point for YAP members.</p>

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<ol style="list-style-type: none"> <li>1. Competencies           <ol style="list-style-type: none"> <li>a. Must be aged between 17-23 years old (maximum age 23 years old by 31 December 2020).</li> <li>b. Must be Indonesian citizen and resident in Indonesia.</li> <li>c. Demonstrated familiarity with issues related with SDGs, youth leadership and engagement, human rights and gender equality.</li> <li>d. Able to work in a cross-cultural team and environment,</li> <li>e. Good organizational skills and have the ability to work independently;</li> <li>f. Good interpersonal, networking and communication skills;</li> <li>g. Willingness to contribute and work as part of a team;</li> <li>h. Excellent and up-to-date computer skills (i.e. Word, Excel, PowerPoint, social media, and others).</li> <li>i. Must be available and has willingness to work voluntary, at least 6-8 hours a week for the duration of the membership.</li> </ol> </li> <li>2. Required Skills and Experience           <ol style="list-style-type: none"> <li>a. Experience:               <ul style="list-style-type: none"> <li>• A minimum of two years' experience as an active member of a national/ provincial/ district level organisation that focuses on UNFPA core mandate areas.</li> <li>• Affiliated to one or more youth organisations/ networks, i.e. representing a constituency of some kind (faith-based, disability, educational, skills development, gender, leadership, living with HIV, sports, rural development, etc.).</li> <li>• Familiarity working with government institutions, NGOs and young people will be an advantage.</li> </ul> </li> <li>b. Language:               <ul style="list-style-type: none"> <li>• Fluency in spoken and written English will be an advantage.</li> </ul> </li> </ol> </li> </ol> <p>UNFPA supports and prioritizes gender-equal inclusion of youth from diverse backgrounds, particularly the disadvantaged and marginalized, including people with special needs.</p>
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