

## TERMS OF REFERENCE FOR CONSULTANCY

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Hiring Office:	UNFPA Egypt Country Office.
Purpose of consultancy:	Develop the contents for different types of Information, Education and Communication (IEC) materials about youth friendly health services (YFHS).
Scope of work:  <i>(Description of services, activities, or outputs)</i>	<p>Egypt is a young country with around 60% of the Egyptian population is under the age of 29 and 40% is between the ages of 10 and 29 (census 2017). Egyptian adolescents and youth face a magnitude of challenges in acquiring information and services related to obtaining RH knowledge and care from reliable sources that empower them to achieve a safe transition from childhood to adulthood as well adopt healthy behaviours.</p> <p>Youth friendly clinics (YFCs) affiliated to the school-age directorate, Primary health Care (PHC) Sector/MoHP, is one approach to provide the young people with information, counselling and clinical services to promote youth health and preventing risky health behaviours and problems, and referral to other health services, when necessary. UNFPA has been supporting the YFCs on many levels including capacity building training for the service providers and equipping the clinics with medical and non-medical requirements. It's suggested to develop different types of IEC materials as mentioned below that are appealing to the young people.</p> <p>Therefore, UNFPA is looking for a qualified consultant to develop the contents of the six hand booklets as IEC materials to convey health messages about RH/ FP and available services. The booklets will be as follows:</p> <ul style="list-style-type: none"> <li>- Youth friendly clinics and relevant services;</li> <li>- Health topics for adolescent girls below 16 years old;</li> <li>- Health topics for adolescent girls above 16 years old;</li> <li>- Health topics for adolescent boys below 16 years old;</li> <li>- Health topics for adolescent boys above 16 years old;</li> <li>- A guide for caregivers (parents, teachers, social workers, etc).</li> </ul> <p>These booklets are to be developed in a manner that is gender-sensitive and age-appropriate.</p> <p>The consultant will propose, discuss and agree with UNFPA and MOHP on the topics to be covered in the materials. noting that the following topics are of high interest to be included in the materials:</p> <ul style="list-style-type: none"> <li>● Puberty</li> <li>● Menstrual cycle and personal hygiene</li> <li>● Premarital tests and counselling</li> <li>● Reproductive health</li> <li>● Harmful practices</li> </ul>

	<p>In the execution of this assignment, the consultant shall undertake the following tasks, in close collaboration with the School Age Directorate, PHC sector at the MOHP:</p> <ul style="list-style-type: none"> <li>○ Meet with the RH team, and relevant officers at UNFPA for a briefing on the specific tasks of the consultancy;</li> <li>○ Conduct a desk review of relevant IEC materials about AYHS;</li> <li>○ Identify and agree with UNFPA team on the topics to be covered in the materials;</li> <li>○ Draft a concept note outlining the topics that will be covered in the materials;</li> <li>○ Conduct focus group discussions (FGDs) with potential beneficiaries/users to inform the development of the contents as well pretesting the contents;</li> <li>○ Submit a first draft of the contents of the materials in Arabic, that will be reviewed by MOHP and UNFPA;</li> <li>○ Submit a final draft, in Arabic, after incorporating the feedback of MOHP and UNFPA and the pretesting results.</li> </ul>
Duration and working schedule:	Three months from the signature date.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant will be responsible to submit the deliverables as below:</p> <ol style="list-style-type: none"> <li>1. Three weeks after the contract signature; A concept note, detailing implementation process of the assignment, timeline and deliverables, as well as proposing the types of materials, outlining the topics to be covered as agreed with MOHP, and the outline for focus group discussions;</li> <li>2. Nine weeks after the contract signature; First draft of the contents of the materials;</li> <li>3. Twelve weeks after the contract signature; the final version of the booklets in Arabic, after incorporating the feedback of MOHP and UNFPA and the pretesting results.</li> </ol>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ol style="list-style-type: none"> <li>1- As a first instalment, 30% of the total remuneration will be provided upon receipt of the concept note.</li> <li>2- As a second and final instalment, 70% of the total remuneration will be provided upon receipt of the final contents in Arabic.</li> </ol>
Supervisory arrangements:	Reproductive Health Program Specialist, UNFPA-Egypt in close coordination with the School Age Directorate, PHC sector, MOHP.
Expected travel:	The consultant is requested to conduct FGDs in 4 governorates including Cairo.
Required expertise, qualifications and competencies, including language requirements:	<ol style="list-style-type: none"> <li>1. Advanced educational background in one of the areas of: Social science, public health, health education, health communication, or related field;</li> <li>2. Minimum five years of professional experience in reproductive health and experience working with young people;</li> <li>3. Demonstrated experience in developing IEC materials related to RH/FP and HP;</li> <li>4. Good level of communications and reporting skills in Arabic. The candidate should submit a sample from previous IEC materials for our reference.</li> </ol>

Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA will assist in introducing the consultant to the MoHP, as well as providing the consultant with relevant available information and previously developed materials.
Other relevant information or special conditions, if any:	N/A
Signature of Requesting Officer in Hiring Office: <i>Hany Kamal</i> Date: <i>28-07-2021</i>	