

TERMS OF REFERENCE FOR CONSULTANCY

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Hiring Office:	UNFPA Egypt Country Office
Purpose of consultancy:	Development of the Menstrual Health Management (MHM) training package.
Scope of work: (Description of services, activities, or outputs)	<p>Menstrual Hygiene Management is defined as <i>‘Women and adolescent girls using a clean menstrual management material to absorb or collect blood that can be changed in privacy as often as necessary for the duration of the menstruation period, using soap and water for washing the body as required, and having access to facilities to dispose of used menstrual management materials’</i>.¹</p> <p>Menstruation is a natural, normal event and is part of the menstrual cycle. The occurrence of menstruation for the first time in a girl's life, due to natural physiological changes in the hormone production, is a sign of the onset of girls’ puberty.</p> <p>Menstruation is surrounded by stigma, shame and negative cultural and religious misconceptions that negatively impacts girls’ social life and health wellbeing. The misconceptions that menstruation is dirty or shameful may lead discriminatory behaviours against girls and women that deprive them of opportunities in education and work.</p> <p>In many parts of the world, a growing body of evidence shows that girls’ inability to manage their menstrual hygiene in schools, results in school absenteeism, which in turn, has severe economic costs on their lives and on the country.</p> <p>Young adolescent girls tend to be less prepared for MHM and suffer from anxiety, apprehensions, fear and shame during their menses. In addition, pre-existing social taboos and cultural restraints during menstruation mean that managing menstruation is a greater challenge during disasters. Further, there is limited access to reproductive health services and safe menstrual hygiene materials during disasters.</p> <p>Given the multiple challenges women and adolescent girls face, it is evident that promoting MHM is not only a sanitation matter; it is also an important step towards safeguarding the dignity, bodily integrity and overall life opportunities of women and girls.</p> <p>Accordingly, the importance of MHM needs to be highlighted, and be an integral component of reproductive health(RH)-related curricula, and training activities. Therefore, UNFPA Egypt CO is seeking to develop an MHM training package (that will consist of a curriculum, a comprehensive training manual on MHM as well as a shorter training version -1-day training module-).that will be used by different stakeholders including governmental partners, civil society organizations as well as young people in the design and implementation of in-schools and out-of-schools</p>

¹ Biran A, Curtis V, Gautam OP, Greenland K, Islam MS, Schmidt W-P, et al. Menstrual Hygiene. In: Background paper on measuring WASH and food hygiene practices–definition of goals to be tackled post 2015 by the joint monitoring Programme. 1st ed. London: London School of Hygiene and Tropical Medicine; 2012.

	<p>interventions to increase the knowledge of adolescent girls on MHM. In the execution of this assignment, the consultant shall undertake the following tasks, in close collaboration with relevant national partners.:</p> <ol style="list-style-type: none"> 1. Meet with the RH specialist, and relevant officers, at UNFPA for a briefing on the specific tasks of the consultancy; 2. Identify and agree with UNFPA team on the characteristics and users of the training package 3. Develop a plan of action with a timeline for the consultancy related activities; 4. Desk review of the relevant documents and MHM programs both in Egypt and other countries, to serve as a guide for formulation of the comprehensive curriculum; 5. Conduct at least 4 focus group discussions with potential users, and young people to ensure a human-centered approach for the design of the training manual. (This could vary based upon the agreed plan of action) 6. Draft the curriculum and a comprehensive training manual on MHM as well as a shorter version (1-day training module). The module should include key messages that could be used in IEC materials and media platforms, that ensures: <ul style="list-style-type: none"> ● Relevance and comprehensiveness of content ● Gender sensitivity ● Ability to engage young people ● Simplicity and suitability of content ● Demand-driven, allowing the audience to recognize tangible benefits of the training 7. Conduct a testing/pilot training for the developed curriculum and training module to compile recommendations and feedback. 8. Update the curriculum and training module following the testing. 9. Facilitate a validation meeting with national implementation authorities to present the training package. 10. Assist the UNFPA team in organizing and facilitating a one Training of Trainers (TOT) workshop for training resource persons using the comprehensive developed manual. 11. Develop a shorter version module (1-day training module) that can be integrated in other RH and non-RH as well as girl empowerment specific training programs such as the poverty alleviation programs, illiteracy classes, life skills and employability programs. 12. Submit the final version of the MHM training package in its final version as soft and hard copies.
Duration and working schedule:	5 months from contract signature
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant will be responsible to deliver:</p> <ol style="list-style-type: none"> 1- An inception report, detailing the implementation process of the assignment, proposed stakeholders, timeline and deliverables. This would include the training manual outline highlighting the topics to be covered,

	<p>including recommendations for selection criteria of trainers, and training sites/venues; training schedule, training methodologies and tools, by 30th of July 2021</p> <p>2- A draft curriculum and comprehensive training manual on MHM, based on the desk review and meeting with different stakeholders. - by the 15th of September 2021</p> <p>3- Final comprehensive curriculum and training manual on MHM by the 15th of November 2021</p> <p>4- Shorter version module (1-day training module) that can be integrated in other RH and non-RH as well as girl empowerment specific training programs, alongwith short messages that can be used for IEC materials and media - by the 30th of November 2021</p>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>The expert is requested to provide the following:</p> <ol style="list-style-type: none"> 1- By 30th of July, as a first installment, 40% of the total remuneration will be provided upon receipt of the inception report; 2- Five months after the contract signature; as a second installment, 60% of the total remuneration will be provided upon the receipt of the final comprehensive MHM training manual and the 1-day training module.
Supervisory arrangements:	Reproductive Health Program Specialist.
Expected travel:	The assignment will not require travel
Required expertise, qualifications and competencies, including language requirements:	<ol style="list-style-type: none"> 1. Advanced educational background in one of the areas of: Social science, public health, health education, or related field; 2. At least five years of professional experience in health curricula and training manual development; 3. Demonstrated experience in working on gender and RH and experiences working with young people; 4. Good level of communications and reporting skills in Arabic and English; 5. Demonstrated experience in developing and implementation of training workshops.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA will provide available documentation and materials relating to MHM to assist the consultant in conducting the desk research.
Other relevant information or special conditions, if any:	N/A
Signature of Requesting Officer in Hiring Office: Date: 10 June 2021	