



## Terms of Reference for a Consultant

### Gender Transformative Youth Programme

#### 1.0 About IPPF

The International Planned Parenthood Federation is a global healthcare provider and a leading advocate of sexual and reproductive health and rights (SRHR). IPPF is a worldwide federation of national organizations working with and for communities and individuals in more than 146 countries, providing an integrated package of SRHR care. Young people are at the heart of IPPF's interventions. In 2021, 34.7 million young people completed a quality assured CSE programme, and 98.4 million sexual and reproductive health services (SRH) were delivered to young people, representing 43 per cent of all services. In addition, 82 per cent of Member Associations (MAs) have at least one young person on their governing board.

#### 2.0 IPPF's Gender Transformative Youth Programme

IPPF's gender-transformative youth programme is a two-year, 2.2-million-dollar programme intended to catalyse change through a consortium led by an IPPF Member Association Association Burkinabe Pour Le Bien Être Familial together with other IPPF MAs in Mali, Benin, Niger, Tunisia, India and an external youth partner, Afriyan West and Central Africa. The programme was designed by young people and articulated young people's roles as drivers of change and action at the national, regional and international levels.

The programme was designed to increase the engagement and collaboration of progressive youth organizations, networks and those representing young people from all diversities, particularly those at the margins. At the core of this programme is to ensure that it is **youth-led**, increasing the agency and decision-making of young people in programme management and decision making, catalysing the youth networks to draw change at all levels. It is also anchored on the need to the sexual and reproductive health rights of all diversities of young people. It recognizes young people's right to safe and pleasurable sexuality free of coercion, judgment and stigma. In addition, the programme relies on evidence to generate lasting solutions, leading to stronger youth leadership, engagement, and youth-centred programming and services in IPPF's Member Associations.

This programme will ensure interventions, including comprehensive sexuality education (CSE) and services, are designed and delivered through a youth-centred approach.<sup>1</sup> Young people will be able to strengthen their leadership skills so they can contribute to policy change. In addition, the programme will place young people and adolescents in all their diversity as equal partners, with strong decision-making roles in IPPF MAs. It will thus contribute to strengthening young people's voices and agency at the national, regional, and global levels.

#### 3.0 Scope of work

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<sup>1</sup> IPPF's youth centred model demands that young people are at the centre of decision making and programming. Young people's interest, identities, aspirations and factors that contribute to their exclusion must be taken into consideration, so that even the most marginalised feel included.

The consultant is expected to support the initial onboarding of a consortium of IPPF Member Association partners and external youth-led and youth-serving organisations to ensure the two-year gender transformative youth programme is successfully launched.

## **Key Roles and responsibilities**

### **Programme onboarding**

- Support the initial onboarding of the programme, working with the Lead consortium partner, other MAs, external youth organisation and 3<sup>rd</sup> party youth monitoring entity to ensure the programme is on track;
- Advise the lead Member Association during the initial onboarding phase on programme and consortium coordination;
- Facilitate communication and coordination between and amongst consortium partners and 3<sup>rd</sup> party monitoring entity.

### **Grant Management**

- Support Lead MA in the development of programmatic reporting templates for the implementing partners to ensure relevant information is collected;
- Coordinate the development of joint IPPF MAs programme goals, work plans, and outputs, results frameworks and budgets;
- Draft and amend Registered Funding Agreements (RFA) between Lead MA and IPPF;
- Develop programmatic reporting templates for Lead MA report to IPPF;
- Support Lead MA in the development of templates for implementing partners to ensure relevant information is collected;
- Review of partner finance requests (via Lead MA) for fund disbursements;
- Liaise with finance and other relevant colleagues to follow up on disbursements and to ensure timely release of funds;
- Communicate to Lead MA as soon as each disbursement has been processed

### **Coordination and reporting**

- Act as Secretariat focal point, and link Lead MA to relevant colleagues for support, as needed;
- Hold regular meetings with Lead MA to provide a regular opportunity to discuss any emerging challenges, and where support might be required;
- Hold regular meetings with the Global Lead, Youth on the progress of the project and any other technical support required to ensure the programme is delivering on intended outcomes.

### **Expected deliverables**

- A detailed report noting the extent of the onboarding process of the consortium;
- Documentation of all project documents and meeting reports in the IPPF SharePoint.

### **Essential Skills**

- Excellent project management skills with experience in coordinating large consortiums in multi-country contexts;

- Good knowledge of planning, strategizing and coordination of large multi-country youth programmes with a diversity of partners;
- Ability to perform in a cross-functional team approach and job responsibilities;
- A multi-tasker with a strong ability to work under pressure;
- Ability to prioritize work, meet deadlines and produce quality results on time with attention to detail.

### **Qualifications**

- Bachelor's degree in any social sciences with a non-profit organization working on youth sexual and reproductive health and rights;
- 3 – 5 years' experience in multi-country grant management and coordination is a plus;
- Experience in Sexual and Reproductive Health Programming, especially for young people of all diversities, is an added advantage.
- Fluent in French; however English is essential.

### **Duration**

- The consultant is required to start in November 2022 initially for a period of 6 months.

### **Location**

- Preferably in Ouagadougou, Abidjan can also be considered.

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**The Deadline for applications is 28<sup>th</sup> October 2022**

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