

# Terms of Reference

## Consultant for Co-Creation & Development of Tools: Sustainable Youth Leadership & Meaningful & Inclusive Youth Participation (MIYP)

CHOICE for Youth & Sexuality is seeking a qualified consultant to support in the co-creation and development of capacity strengthening tools on sustainable youth-leadership and meaningful & inclusive youth participation (MIYP)

**Deadline: Sunday 12<sup>th</sup> November 2023**

**Location:** This is a primarily remote position. In person meetings possible if the selected consultant is based in the Netherlands.

**Application deadline:**

**Budget: Max. 15.000 EUR (including VAT)**

**Expected timeline:**

- Start: Mid/Late November 2023
- Submission of final deliverables: January 2024

### 1. Background

CHOICE for Youth and Sexuality is a youth-led organization that strives for all young people to have the power to make decisions about their sexual, reproductive & love lives. CHOICE advocates with young people for their sexual and reproductive health and rights and for meaningful participation in the decisions made about their lives. We mutually strengthen the capacity of young people and youth-led organizations, supporting them to be leaders and changemakers.

CHOICE is a consortium member in the program Right Here Right Now 2, and a technical partner in the program, Power to You(th), both funded by the Dutch Ministry of Foreign Affairs (MoFA). In both programs, CHOICE's role is to support the capacity strengthening of Youth-Led Organizations in the country coalitions, as well as the overall integration of meaningful and inclusive youth participation in the program. This follows CHOICE's historic approach in previous MoFA funded programs, including RHRN1, Get Up Speak Out and Yes I Do. Our website provides further details of both [current](#) and [past programs](#).

In our work on mutual learning and mutual capacity strengthening, we support Youth-Led Organizations worldwide to become sustainable youth-led organizations by providing capacity building & technical assistance on both an organizational and individual level. One important aspect of our capacity strengthening support is providing and supporting youth-led organizations in the use of tools on meaningful and inclusive youth participation (MIYP).

For this purpose, CHOICE has developed various manuals, training programs and toolkits. These resources can be found on our resource hub [YOU\(TH\) DO IT!](#). To make certain that our manuals, training programs and toolkits reflect our current way of working, we are looking for a consultant who can help us in the creation of new exercises and updating our manuals and toolkits.

## 2. Objectives

The objectives of the consultancy will be to:

- **Co-create a chapter on Inclusivity for the MIYP manual**, which includes exercises and guidelines, together with partner organizations and Youth-led Organisations (YLOs) to guide trainers to discuss and implement inclusivity in their trainings. This will build on existing exercises on inclusivity already created by CHOICE.
- **Co-create a series of fact sheets containing exercises to discuss sustainability of YLOs** together with CHOICE staff using CHOICE's sustainability toolkit and research (on topics such as fundraising, government partnering, mental health, turnover and dealing with social cultural pressures)

## 3. Key Deliverables

By the end of the consultancy period, CHOICE would like to have...

- A tool on how to improve sustainability of YLOs
- An updated MIYP manual with a chapter containing exercises and guidance for trainers to discuss and implement inclusivity in their meaningful and inclusive youth participation training

## 4. Profile and qualification requirements

The ideal consultant will meet several of the following criteria and qualifications:

- Demonstrated understanding of gender, youth, feminist, LGBTI, and SRHR issues, from an intersectional perspective
- Familiarity with the concept of meaningful and inclusive youth participation (MIYP)
- Understanding of needs of diverse and marginalized groups, such as BIPOC people, people with disabilities, LGBTQIA+ individuals, sex workers from an intersectional perspective
- Background in capacity strengthening and facilitation of trainings
- Experience with creating (training) exercises and practical tools to strengthen capacities
- Experience with working in youth-based programming
- Experience in working together with (young) people from different countries
- Independent working proficiency
- Proactivity
- Responsive, good communication skills, well organized, and an inclusive, systematic and collaborative work ethic

We dedicate ourselves to sustaining and promoting diversity, equity, and inclusion in; the leadership, recruitment, training, provision of compensation and benefits in alignment with our total rewards philosophy, management of organisational activities, and general treatment during employment or collaboration, additionally in our teams, working groups and partnerships.

We recognize that it takes the dedicated effort of many hands to create meaningful change. At CHOICE we commit to seeking out the expertise of relevant stakeholders that we work with when engaging in new projects, evaluating existing work, and upholding our commitment to the principle - *'nothing about us without us'*. When consulting with community members on projects, we commit to accommodating their needs, integrating their insights into decision-making, and highlighting their contributions.

At CHOICE we work to create an environment where all voices are respected, heard, and taken into consideration. We provide training and mentoring and resources to create a workplace where all CHOICERs feel welcome and appreciated. Reaching true equity in our communities requires ongoing effort, and in this regard, as an organization, we commit to evolution and growth.

We aim to recruit the person who is most suited to the job and welcome applications from young people of all backgrounds – people of all genders, sexual orientations, nationalities, religions and beliefs. However, in line with CHOICE’s commitment to Meaningful Youth Participation, we especially encourage young candidates under the age of 30 to apply. Furthermore, we encourage applications from men and non-binary people, people of color, and candidates with a disability, as they remain underrepresented in the field.

## 5. Application

The consultancy is planned to start at the end of November and finish at the end in January 2023 (N.B. timeline to be discussed with consultant once appointed). To apply **by Sunday 12<sup>th</sup> November 2023**, kindly send a 1-page CV and a 2-page consultancy proposal detailing:

- Your motivation to work with CHOICE, including relevant past experiences
- Your proposed budget (a simple fee description will be sufficient)
- Your availability and proposed timeline including deliverables
- In case you have them: examples of previous work on exercises, toolkits and/or trainings you have created or done – we do not expect you to create new exercises for this application

This consultancy will be managed by Program Coordinator Carys Stirling. We intend to hold interviews during the week beginning 20<sup>th</sup> November, with the intended start date the following week.

To apply, please send the relevant documents to [carys@choiceforyouth.org](mailto:carys@choiceforyouth.org) with the subject **“Application: Capacity Strengthening Consultant”**. Please also direct any correspondence or questions relating to this ToR to the same email address.