

UNICEF BARBADOS AND THE EASTERN CARIBBEAN

TERMS OF REFERENCE

Adolescent Consultant

Duration: 15 February – 23 April 2010

Duty Station: Barbados

To evaluate the impact of community-based adolescent development initiatives on children

1. Background

The UNICEF Eastern Caribbean Office 2008-2011 Programme of Cooperation is predicated on the concept of evidenced-based programming which requires that each programme/project must be able to objectively measure progress towards stated goals. Over previous programme cycles, UNICEF supported several NGOs to deliver a variety of “out of school activities” for children and adolescents, ranging from *after school* or *vacation* projects to *alternative schooling* for children who for myriad reasons were not accommodated within the regular school system.

No evaluation has been carried out on any of these projects and indeed the monitoring of these projects goes little beyond the recording of the number of children who participate, frequency of attendance, age, sex, attendance. Most other aspects of the monitoring are based on observations (not recorded in any systematic way) and feedback in this regard is largely anecdotal – the teacher *thinks* that children are benefiting, the children *seem* to like the programme, the participants *appear* more confident... Within the context of the 2008-2011 Programme, given the programme thrust of “evidence to inform policy” it is important that the monitoring and evaluation components of these programmes be improved and data be collected to determine if these programmes are reaching their goals.

UNICEF has supported adolescent development programmes with several NGOs and CSOs in various Caribbean countries. It is important to understand if and how these programmes impact on the overall development of children and adolescents and, within the context of the UNICEF 2008-2011 Country Programme Action Plan, how they contribute to adolescents’ capacity to adopt behaviours that not only reduce their risk and vulnerability to HIV/AIDS and violence, but also contribute to their wider personal and/or academic success. Hence systems were required which could determine the achievement of the stated strategic result *....at least 50% of children in out-of-school programmes demonstrate behaviours which reduce risk and vulnerability to HIV/AIDS and violence* and could also explore how exposure to the NGO/CSO programmes contribute to personal growth and ability to make positive life choices which contribute to positive life achievements.

At this point of the UNICEF/BECO Mid Term Review of the programme, it is an opportune moment to evaluate how these initiatives have been able to positively impact the lives of children and adolescents. This information will be used to:

- (i) Inform managerial decisions on the continuation of support to the programmes
- (ii) Inform future governmental and UNICEF planning and policy decision-making in the field of adolescent development in Eastern Caribbean SIDS and
- (iii) Learn lessons from the work evaluated that can be applied elsewhere

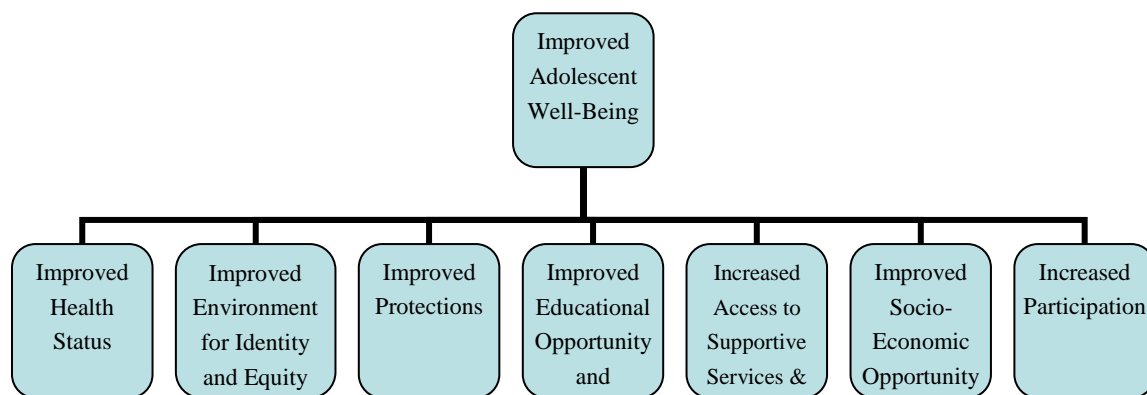
Even as we seek to assess the impact of these programmes, it would be important to identify the necessary monitoring processes and indicators for future outcome evaluations. Integral to this would be identifying areas for these NGOs capacity building and strengthening as agents of change, for their own programming purposes, as well as evidence-based advocacy with their governments and fundraising with other potential partners and donors.

Recent work in adolescent wellbeing has sought to move the way in which adolescents are viewed away from an emphasis on risk behaviour and negative consequences to reflect a more positive youth orientation. UNICEF is also interested in seeing this change reflected in our work with NGOs and so that we are better able to objectively measure progress towards improved adolescent wellbeing. Recent work by Dr. Mark Edberg (George Washington University) suggests that adolescent wellbeing is a comprehensive construct which

.... includes the ability to acquire knowledge, skills, experience, values, and social relationships, as well as access to basic services, that will enable an individual to negotiate multiple life domains, participate in community and civic affairs, earn income, avoid harmful and risky behavior, and be able to thrive in a variety of circumstances

He also suggests that there are seven domains of adolescent well-being as indicated below.

Figure 1: Adolescent Well-Being Domains



It would therefore be important that this framework be used to guide the assessment and potential reshaping of UNICEF’s work with NGOs in the Eastern Caribbean.

2. Purpose of Assignment

UNICEF/BECO is now mid-way in its 2008-2011 **Social Policy, Monitoring and Evaluation for Children's Rights Programme** programme and is carrying out a Mid Term Review of its programme. This assignment will contribute to this process by assessing of some of the programmes funded under the HIV and Lifeskills Element of the wider Programme to determine how these initiatives have been able to impact the lives of children and adolescents and hence could contribute to possible future policy directives for OECS countries.

3. Scope of Work

Within the context of the above, using the referenced Framework for improved adolescent well-being, the Consultant will be required to work with UNICEF and NGOs/CSOs - Grenada Community Development Agency (GRENCODA), the Social Centre, Dominica, the Centre for Adolescent Renewal and Education (CARE), St. Lucia and the Evangelical Association of the Caribbean, based in Barbados - to assess how the UNICEF-supported initiatives have impacted the lives of children and adolescents.

In addition the Consultant would be required to make recommendations on an improved evaluation framework, indicators and monitoring processes to facilitate future outcome evaluations. Integral to this would be identifying areas for capacity building and strengthening of these NGOs/CSOs to carry out the needed functions for their own programming purposes, as well as for evidence-based advocacy with their governments and fundraising with other potential partners and donors.

Key Tasks:

1. Conduct interviews with discussions with key personnel, review of project proposals, reports etc. to determine best evaluative approach.
2. Evaluate four (4) UNICEF-supported NGO/CSO initiatives to determine how these UNICEF-funded initiatives have contributed to adolescents' capacity to adopt positive behaviours. (This would include behaviours that not only reduce their risk and vulnerability to HIV, AIDS and violence but that also contribute to their remaining in school, achieving academic or other school-related success or receiving lifeskills and livelihood skills which could assist with re-entry to school or employability).
3. Make recommendations on an improved evaluation framework, indicators, evaluative tools and protocols and monitoring processes to facilitate future outcome evaluations for these projects
4. Prepare case studies
5. Prepare a comprehensive evaluation report

Evaluation Report Outline

Executive Summary

Introduction

Background of evaluation

Approach and methodology

The NGO/CSO Adolescent Development Programmes

Rationale and objectives

Implementation partners

Management structure

Major changes during the implementation periods

Summary of results

Performance of the NGO/CSO Adolescent Development Programmes

Relevance of objectives

Effectiveness

Efficiency

Performance of the partners

NGOs/CSOs

Government institutions

UNICEF

Impact of the programmes

Change (behavioural change)

Perceptions and case studies of girls and boys and their families and communities

Perceptions of other key stakeholders

Innovation and Replication

Sustainability

Environmental considerations

Influencing National Policy

Gender Issues

Capacity development

Coordination and linkages

Financial Resources

Overall assessment and conclusions

Recommendations

4. Characteristics, Qualification or Specialized Knowledge/Experience Required

This assignment is open to individuals or Corporate Entities with the following profile:

- University level qualification in statistics/education research/project evaluation or related fields with knowledge of current evaluation theory and practice.
- Seven years applied professional experience in education research or related field; graduate level work in evaluation, education, and quantitative and/or qualitative research methods. Experience should include designing and conducting formative and summative evaluations.
- Ability to develop and deliver tailored training on monitoring and evaluation.
- Knowledge of operation of NGOs in the Caribbean as well as some exposure to adolescent development would be assets.
- Demonstrated excellent writing skills in English; superior verbal and interpersonal communications skills.

- Ability to work both independently and collaboratively essential.
- Advance knowledge of Microsoft applications essential.
- Computer skills including internet navigation. Must own and use a laptop and be readily accessible.

5. Official travel

This assignment will involve travel to Grenada, St. Lucia and Dominica. All costs related to travel should be included in the negotiated fee for Corporate entities.

For individual Consultants DSA for approved travel would be provided based on prevailing UN rates.

6. Conditions of Service

Prior to commencing the contract, the following conditions must be met:

A Corporate Entity will be required to submit a Certificate of Incorporation for the Company as well as a profile of the individual(s) who would be undertaking the assignment

An Individual Consultant will be required to submit a statement of good health, accompanied by a recent Medical Certificate which indicates that the Consultant is fit for work and travel. In addition, the Consultant is required to certify in the Health Statement that he/she is covered by medical/health insurance. The statement includes confirmation that he/she has been informed of any inoculation required for the country or countries to which travel is authorized. He/she takes full responsibility for the accuracy of the statement.

7. Property Rights

UNICEF shall hold all property rights, such as copyright, patents and registered trademarks, on matter directly related to, or derived from, the work carried out through this contract with UNICEF.

Application should be submitted no later than **Tuesday 9th February 2010** to:

Representative
UNICEF
UN House
Marine Gardens
Christ Church
BARBADOS

Or email to Bridgetown@unicef.org

ONLY SUITABLE APPLICATIONS WILL BE ACKNOWLEDGED