

TERMS OF REFERENCE FOR LIFE SKILLS MATERIAL DEVELOPMENT AND EVIDENCE GENERATION CONSULTANCY TEAM

Strengthening life skills manual in the Gambia and generating evidence for 'Change makers' school club's engagement

1. BACKGROUND

Adolescence presents a crucial opportunity for fostering positive outcomes through the establishment of healthy behaviors and social-emotional learning. This period is pivotal for shaping developmental trajectories in beneficial ways. In The Gambia, however, adolescent girls' rights, specific needs, voice, and contributions are insufficiently considered in most national policies and strategies. The last year debates and attempts to repeal the law banning female genital mutil/ation (FGM) are a worrying sign that the prevention, promotion and protection of girls' and women's rights are at risk of taking a step backwards in the country. Over and above FGM issues, this would open the door to the denial of children's and adolescents' rights in several areas including adolescent girls' education, gender-based violence/ violence against children, child marriage and other harmful practices. It is therefore essential to invest sustainably in adolescent girls and boys in order to empower them, strengthen their capacities, skills and leadership and turn them into agents of change, and also to promote evidence-based advocacy at upstream level in order to influence national policies and priorities. To this end, UNICEF the Gambia proposes supporting the Ministry of Basic and Secondary Education (MoBSE) and other key stakeholders for the development and piloting of an adolescent programming approach to generate evidence and lessons learnt to support at-scale advocacy. The intervention which is a proof of concept will be implemented in Central River Region (CRR) North, targeting a total of 20 schools across both Lower and Upper secondary schools.

Overall objective:

- To strengthen the Comprehensive Guidance and Counselling Manual and Nutrition and Health Manual for Gambian Schools (here and after will be called Life Skills Manual) developed by the Life Skills Unit under Ministry of Basic and Secondary Education (MoBSE)
- To establish a data collecting tool and analytical tool and generate evidence to assess the results of engaging with adolescents as change makers/advocates within their communities.

Overall result:

To strengthen the Life Skills curriculum and measure the result on the knowledge and capacity of the adolescent girls and boys before and after the engagements/introduction of the life skills programme/ on child rights, gender-based violence, leadership and critical thinking, menstrual health and hygiene, nutrition, and climate action (areas to be determined).

SCOPE OF WORK

The consultant will review the existing life skills manual and identify area of strengthening and developing the missing content and child-friendly material for the selected topics. Additionally, s/he will effectively measure the results of the engagements with the adolescents, conduct a baseline, midline, and endline data for the programme's key indicators. These assessments constitute the basis for measuring performance of the programme over time. The consultant will work under the direct supervision of the UNICEF Gender Officer and with the support of the Child Protection team as well as the PME team to carry out the following tasks:

a. Analyse and identify gaps in the existing Life Skills Manual

In consultation with UNICEF and MoBSE and other identified stakeholders,

- Identify missing thematic areas of current life skills manual developed by MoBSE.
- Develop curriculum of identified missing thematic areas and life skills
- Validate the newly developed chapters

b. Development of Child - friendly life skills manual tools

- Develop a simplified child friendly version of the life skills manual for adolescents to be used in the Change Makers Club
- Validate the newly developed child friendly manual

c. Gather baseline data to form the basis for measuring programme achievements and outcomes using the integrated behavioural model (IBM) framework, in particular:

- Develop a data collection and analysis tool.
- Collect data using the IBM framework, focusing on the following key areas:
 - Attitudes
 - Perceived norms
 - Personal agency
 - Environmental and structural constraints
 - Individual knowledge and skills
 - Relevance of the behavior
 - Past experiences or habits related to the behavior(These areas will be explored in relation to child rights, gender-based violence, menstrual health and hygiene, nutrition, climate action, and core life skills such as leadership and creative thinking. The area of focus on thematic and life skills might be subjected to change upon discussion with MoBSE.)
- Using the same framework as above, assess the current mindset of Change Maker's Club members regarding gender roles and other social norms (subject to discussion with MoBSE).
- Record the number of mothers' club and community members to be engaged, disaggregated by gender, age, and district.
- Evaluate the understanding and attitudes of mothers' clubs and community members on the selected thematic areas and soft skills, especially in relation to adolescent issues. Also, assess the level of intergenerational dialogue between these members and adolescents.

d. Gather data at midline – Record progress being made to form the basis for measuring level of progress being made, particularly:

- Collect the same datasets from the targeted people in the baseline data collection
- Number of life skills training sessions being held with the changemaker's clubs and time and duration of sessions.
- Methodology of the training sessions being used.
- Level of attendance and active participation of the changemaker's club members for the training sessions.
- P/ercentage of community members being engaged.
- Share a brief analysis report using the data collected between baseline and midline

e. Gather endline data to measure outcome of the training of the life skill modules

- Collect the same datasets from the target people in the baseline, midline data collection
- Percentage of mother's club and community members (disaggregated by sex age, disability and district) that were fully engaged throughout the programme.
- Percentage of the mother's clubs and community with increased knowledge on adolescent-related on child rights.

f. Share key findings and insights with relevant staff and stakeholders through consultations and presentations.

- Analysis of baseline, midline, and endline results
- Consultation and validation meeting of the report and ppt summarizing the results

2. DELIVERABLES

In accordance with the timetable, the consultant will produce:

1. An inception report including an understanding of the TOR, data collection tools, and the vision proposed for conducting the data collection and analysis. It should be submitted to UNICEF for review and comments, after the desk review and before the data collection (maximum 10 pages).
2. Analysis report on the existing Life Skills Manuel
3. Content developed for the missing areas identified in the Life Skills Manuel analysis report
4. Child-friendly version of the Life Skills Manuel
5. A fieldwork implementation plan (to be submitted before fieldwork begins). This fieldwork plan should be presented to UNICEF for comments and revised as necessary /before commencing fieldwork.
6. A brief summary report of the secondary data and baseline data sets
7. A brief analytical report on data collected between baseline and midline, on all log frame indicators, as well as any relevant observations.
8. A comprehensive draft report on all data collected (baseline, midline and endline) on all log frame indicators, as well as any relevant observations.

9. A final comprehensive report on all data collected incorporating feedback from UNICEF and MoBSE as a key stakeholder.
10. A set of monitoring tools and analytical tool to be used by UNICEF to adequately measure results and track change vis-à-vis the data collection.

3. KEY DOCUMENTS OF REFERENCE

- Concept Note
- Implementation Plan

4. TIMEFRAME

The consultant will be required to undertake the exercise within a period of 85 working days after the signing of the agreement. The timetable is as follows:

	Task	Number of working days needed	Start date (tentative)	End date (tentative)
1	Development of inception report	3	Feb/2025	Mar/2025
2	Kick off meetings with the programme team of UNICEF and MoBSE	1	Feb/2025	Mar/2025
3	Analysis report and development of life skills curriculum in identified thematic areas	16	Mar/2025	Apr/2025
4	Validation of the analysis and developed curriculum	1	Apr/2025	Apr/2025
5	Develop assessment tools appropriate for the data collection	2	Apr/2025	Apr/2025
6	Develop a fieldwork implementation plan	1	Apr/2025	Apr/2025
7	Development of child friendly version and tools of life skills manual	20	Apr/2025	May/2025
8	Validation of the child friendly version and tool of the life skills manual	1	May/2025	May/2025
9	Participate in one of the ToT trainings of the Life Skills Manual	5	May/2025	May/2025
10	Baseline data collection	6	May/2025	May/2025
11	Analyze available secondary data and collected baseline data. Submit summary report	5	May/2025	May/2025
12	Midline data collection	6	July/2025	July/2025

13	Submit a brief report analyzing Baseline – Midline data	3	July/2025	Aug/2025
14	Endline data collection	6	Sep/2025	Sep/2025
15	Draft the final report for UNICEF and MoBSE for comments	5	Oct/2025	Nov/2025
16	Incorporate comments and submit a final acceptable to UNICEFs	3	Nov/2025	Nov/2025
17	Submit the final report with a presentation sharing the findings	1	Nov/2025	Dec/2025
	Total	85		

6. INSTITUTIONAL CONSULTANCY TEAMS'S QUALIFICATIONS AND REQUIREMENTS

The Senior consultant should have minimum 10 years of experience in research, evidence analysis, monitoring & evaluation methodologies, knowledge on education. S/he should possess solid work experience in The Gambia and/or have worked for regional/international organizations, preferably on the topics of adolescent programming, education, skills training, community engagement. Preference will be given to individuals or firms with proven relevant experience in undertaking a task of similar magnitude and shall have the following qualifications and experience:

Education

- Master's degree or equivalent in Statistics, Social Sciences, Development Studies, International Affairs, economics or a related field, with three years of relevant professional experience; or
- University degree in the above, with five years of relevant professional experience.

Experience of the consultancy team

- Experience in curriculum development and revision for children and adolescents
- Strong experience in carrying out surveys, evaluations or related assessments for donor funded development projects
- Experience in monitoring and/or evaluating adolescent education and other capacity building initiatives
- Strong experience liaising with government, and civil society stakeholders
- Familiarity with the United Nations System and/or other international organizations is an advantage.
- Excellent analytical and communication skills.
- Excellent level of computer literacy.

Languages

- Excellent oral and written fluency in English and one local language is required.

Payment Schedule

- 20% upon deliverable 1.-2.
- 30% upon deliverable 3.-8.
- 50% upon deliverable 9.-17.

Evaluation Criteria	Points
Past performance	30
Conformance to ToR requirements	30
CV of the team	10
Total	70

50 above is the pass mark for technical review

Past Performance	Experience in education, life skills, and capacity building initiatives for children and adolescents	15
	Experience in carrying out surveys, evaluations or related assessments for donor funded development projects	15
Conformance to specification	Submission of clear methodology and proposed activities in line with scope of work and deliverables	20
	Proposed timeline	10
CV	Submission of CV of lead consultant and other members	5
	Firm profile/portfolio, names and contact details of reference persons	5

Submitted, Review and Approval process:

Prepared by: Natsumi Yamada

Gender Programme Officer

Sign: Natsumi Yamada

Reviewed by: Dawda Sanyang

Supply Associate

Sign: Dawda Sanyang

Certify By: Christian Mugangu

Operations Manager

Sign: Christian Mugangu Murhula

Approved by: Armand Gnahore

Deputy Representative

Sign: Armand Gnahore