



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

### Youth, Peace and Security Consultant

Date: 7 July 2022

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**Country:** Cairo, Egypt

**Project name:** Youth, Peace and Security International Consultant to lead the development and finalization of the Youth, Peace and Security strategy for the Arab Region.

**Description of the assignment:** The purpose of this consultancy is to support the development and finalization of the Youth, Peace and Security (YPS) strategy for the Arab Region under the aegis of the League of Arab States (LAS). The consultant will be the penholder throughout the strategy development process and will work under the leadership of LAS and in conjunction with a Drafting Team and a Technical Support Team. The consultant will collaborate with the LAS Secretariat, LAS Member States, UN agencies, the Folke Bernadotte Academy (FBA), and young women and men throughout the process.

**Period of assignment/services (if applicable):** 1 August 2022 - 31 January 2023

Proposal should be submitted at the following address [procurementnotice.egypt@undp.org](mailto:procurementnotice.egypt@undp.org) no later than **21 July 2022**

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. The procurement will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

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### 1. BACKGROUND

In December 2015, the UN Security Council unanimously adopted UNSCR 2250<sup>1</sup> on “Youth, Peace and Security” (YPS). It is the first resolution of its kind, recognizing that young women and men play an important and positive role in maintenance and promotion of international peace and security. Since

<sup>1</sup> United Nations Security Council (2015). Security Council Resolution 2250. 9 December 2015. S/RES/2250. Available at <https://digitallibrary.un.org/record/814032?ln=en>.

then, two subsequent resolutions have been adopted: UNSCR 2419 (in 2018) and UNSCR 2535 (in 2020). UNSCR 2419<sup>2</sup> calls for the meaningful inclusion of young people in peace processes; and UNSCR 2535<sup>3</sup> provides concrete steps for the operationalization of the YPS agenda.

The United Nations Liaison Office to the League of Arab States (LO) was established in June 2019 with the aim of strengthening cooperation between the United Nations and the League of Arab States (LAS). The Liaison Office's work centers on enhancing partnership, expanding outreach with LAS, and building its capacity in the area of international peace and security, including conflict prevention, peacemaking, and peacebuilding. To that end, LAS and LO have jointly identified YPS as an area of cooperation. In addition, the LAS has promoted the implementation of the YPS agenda amongst its Member States, including by issuing resolution No. 907 during the 42<sup>nd</sup> session of the Arab Council of Youth and Sports. This resolution included a recommendation to support YPS more specifically by organizing the 7<sup>th</sup> edition of the Euro-Arab Youth Forum, which was held in Budapest 2019 with the thematic focus, "Dialogue on Youth, Peace and Security."

In December 2021, LAS, LO and UNFPA Arab States Regional Office (UNFPA ASRO) partnered to initiate the process for developing a regional strategy on YPS through organizing a Training of Trainers for 30 Arab young women and men. In addition, a regional consultation was held in Tunisia. A concrete outcome of these initiatives was a draft outline for a regional YPS strategy.

On 26 May 2022, the League of Arab States (LAS) the Council of Arab Youth and Sports Ministers met in Cairo adopted resolution No 1010 in its 45th session to develop an Arab Regional strategy for Youth Peace and Security. The strategy will provide a timeline and framework, guiding LAS and the Member States' actions to facilitate the meaningful youth participation in the region on peace and security issues, at the national and regional levels. The strategy is planned to cover a period of 4-5 years and to be launched during the last quarter of 2022 or first quarter of 2023.

The development of the strategy will be guided by LAS through a Drafting Team consisting of the consultant, a LAS coordinator and the appointed penholders. The Drafting Team will lead the strategy development process and ensure external and internal coordination amongst partners and stakeholders leading up to an endorsed strategy.

. A Technical Support Group (TSG) composed of focal persons from LO, DPPA, FBA, UNDP Arab States and UNFPA ASRO have been formed to support the LAS during the process of developing and operationalizing a YPS Regional Strategy for the Arab region. The TSG will provide technical expertise, peer review, guidance and assistance to ensure alignment of the strategy to relevant YPS framework documents, particularly relevant Security Council resolutions, as well as to ensure a participatory, inclusive and diverse process with young women and men and the youth-led civil society in the region.

Based on the above, the objective of this consultancy is to build on the work that has been done so far and draft the strategy, and provide support and advice throughout the process of developing and finalizing the strategy, together with LAS and the TSG. Further, the consultant will provide technical expertise and knowledge on YPS, the context, and engage with Youth Ministries or similar bodies from LAS Member States, youth groups, youth networks and youth-civil society actors in the region. At the

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<sup>2</sup> United Nations Security Council (2018). Security Council Resolution 2419. 6 June 2018. S/RES/2419. Available at [https://undocs.org/en/S/RES/2419\(2018\)](https://undocs.org/en/S/RES/2419(2018)).

<sup>3</sup> United Nations Security Council (2020). Security Council Resolution 2535. 14 July 2020. S/RES/2535. Available at [https://undocs.org/en/S/RES/2535\(2020\)](https://undocs.org/en/S/RES/2535(2020)).

end of the consultancy, a final strategy will be ready for endorsement (early 2023) by the Arab Youth and Sports Ministers Council Youth.

## 2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The consultant will work together with appointed staff from the LAS that will coordinate the work. The consultant will also work closely with the TSG members throughout the process. **The Consultant will report to the Head of United Nations Liaison Office to the League of Arab States.**

### **The Consultant will support the LAS with:**

- Draft the YPS Regional Strategy based on the existing outline; advise and lead the process of its development, leading up to the endorsement of the strategy;
- Engage with the coordination mechanisms set up for the purpose of developing the strategy, and ensure that timelines and deliverables are met;
- Engage in meetings and presentations with the LAS, the TSG and other stakeholders when necessary, and ensure that feedback and inputs from partners and stakeholders (such as Member States and youth), are reflected in the strategy during the drafting process;
- Provide support and expertise on engagement with Youth Ministries of the LAS Member States, to foster ownership and inclusiveness;
- Provide expertise and knowledge to LAS on ways to engage with young women and men, youth groups, youth network, youth-led civil society, and other actors relevant for youth in the Arab region. The consultant must support efforts to ensure diversity amongst the youth and apply a Do No Harm approach while engaging with them;
- Plan, lead and implement a regional expert group meeting with Member States and a regional youth consultations to collect opinions and perspectives on the strategy; Support with other complementary initiatives to consult youth and relevant stakeholders in the region, through online engagement
- Collect, analyze and integrate into the strategy document data on youth and YPS-related issues in the region; collect inputs from the TSG integrate them into consolidated drafts.
- Conduct a desk review/ mapping of available data in coordination with the TSG, a youth-sensitive context/conflict analysis and reports needed in the development of the strategy (as per the deliverables below) to be submitted to the LAS and the TSG.

### **The consultant will have to deliver:**

#	Deliverable:	Deadline:	Number of working days:
1	Develop a brief <b>mapping of existing relevant information, partnerships and initiatives on YPS efforts in LAS Member States, including at the national, sub-regional and regional levels.</b> The desk-based mapping	15 August 2022	7 days

	will consist of collecting and collating information from various sources including LAS, UN, FBA and other relevant actors, including internet research and a review of relevant Government websites of LAS Member States (e.g., Ministries of Youth). The mapping should establish what data is needed, determine gaps in the available data and develop a plan for collecting additional data required for the development of the strategy and its implementation. The mapping should also reflect the outcomes of the youth consultations.		
2	Develop and finalize the <b>Table of Contents and the Outline of the YPS regional Strategy</b> . This work should be built on the previous Draft Outline Strategy that already exists, and the proposed Table of Contents developed by FBA and DPPA. These documents will be shared with the consultant once hired.	10 October 2022	2 days
3	<b>Prepare a questionnaire to be shared with youth networks online and analyse the data received.</b> The questionnaire should seek the voices of young women and men in the Arab region on YPS as a way to ensure a wider reach and diversity of youth to inform the development of the strategy. The results of this questionnaire will complement the youth consultation, the Consultation with LAS Member States and the youth context/conflict sensitive analysis.	10 September 2022	5 days
4	Lead the planning, facilitation and implementation of an <b>Online expert group meeting/ Regional consultation with LAS Member States on YPS</b> . This meeting should focus on capturing the key priorities, needs, challenges and recommendations by Member States with a focus on the YPS agenda. The meeting needs to also serve to validate the initial mapping and capture further the Member States ongoing work on YPS on the national level. The consultant will collect key notes and outcomes of the consultation, which will inform the YPS regional strategy.	30 August 2022	5 days
5	Lead the planning, facilitation and implementation of a <b>YPS Regional Youth Consultation</b> with young women and men from diverse backgrounds and country contexts in the Arab Region. The purpose of the consultation is to capture the opinions and perspectives of youth on their YPS related priorities, needs, challenges and recommendations for the region. This consultation will inform and shape the regional YPS strategy. A short <b>note</b> inclusive of key outcomes of the	20 September 2022	10 days

	consultation will be produced by the consultant; the report will include the results of the youth questionnaire previously developed.		
6	Building also on the information collected in the mapping exercise, conduct a <b>written youth and gender sensitive context/conflict analysis</b> to understand the YPS landscape in the Arab region. The purpose is to capture necessary information and data about the specific situation of youth in the region. It should also provide a deeper understanding of the different aspects of the contexts in which youth live, and how age intersects with different conflict dimensions and challenges. A youth lens should be applied on both the process and content of the analysis. The process should be done through a youth participatory approach and benefit from and build on existing conflict analyses developed by relevant UN entities. Data collected through the mapping, the Consultation with LAS Member States, the Regional Youth Consultation and the online questionnaire will feed into the conflict analysis.	30 September 2022	4 days
7	Write and finalize the first <b>draft of the YPS regional strategy in October</b> , based inter alia on the Consultation with LAS Member States, youth consultation, information collected through online engagements, analysis and mapping, and inputs from the Technical Support Group. Throughout <b>November and December, the draft will be reworked</b> based on comments from relevant stakeholders, and sent out a second time for review. The consultant will <b>compile feedback and amend</b> the strategy accordingly. By the end of December, <b>a final strategy</b> will be ready for endorsement by LAS.	10 December 2022	7 days
8	A <b>detailed report</b> for LAS that should include recommendations on how the YPS regional strategy can be operationalized, and identify strategies and entry points to engage with Member States and youth.	10 January 2023	2 days
	<b>Total working days:</b>		<b>42 days</b>

**The consultant will be working mostly remotely, with the need to be present in Cairo for around 5 days for possible in person Regional Youth Consultation and consultations with LAS and UN partners.**

The tasks are expected to be carried out in a participatory and collaborative manner with all relevant partners and stakeholders, including young women and men. The Consultant will have a crucial role in ensuring that information and updates are shared in a consistent and transparent manner internally amongst all LAS, UN and FBA to ensure an inclusive process in developing and finalizing the strategy.

The Consultant is expected to utilize existing YPS resources during the drafting process of the strategy. These resources include, but are not limited to: “Youth, Peace and Security – A Programming Handbook”, and “Implementing the Youth, Peace and Security Agenda at Country-level – A Guide for Public Officials”. Security Council resolutions 2250 (2015), 2419 (2018) and 2535 (2020) as well as relevant LAS frameworks will provide the overall basis and context for this work.

The consultant will be required to produce all written outputs in both Arabic and English.

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### I. Academic Qualifications:

- Master’s degree or higher in International Affairs, Sociology, Peace and Conflict Studies, Political Science, Human Rights, Law, Youth, or any other relevant discipline.

#### II. Years of experience:

- Ten years of minimum professional experience in political outreach, facilitation, analysis, advice and reporting, area including a minimum of three years’ experience with efforts to implement the Youth, Peace and Security agenda.

#### III. Competencies:

- Experience working with governments, UN agencies and similar actors with a focus on youth is a must;
- Fluent (written and spoken) Arabic;
- Fluent (written and spoken) English;
- A proven understanding of the context in the Arab region and work experiences within the region;
- Proven drafting skills;
- Proven public speaking and presentation skills;
- Documented experience in facilitating youth-focused consultations and similar events;
- Documented experience in planning and developing strategies and policies;
- Proven ability to apply a culture- and context-sensitive approach.

The Consultant must be based in the Arab Region and/ or available to work according to the Cairo time zone.

### 4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal:

(i) Explaining why they are the most suitable for the work

(ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)

2. Financial proposal

3. Personal CV including past experience in similar projects and at least 3 references

## 5. FINANCIAL PROPOSAL

- **Lump sum contracts**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

## 6. EVALUATION

### Cumulative analysis

*When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:*

*a) responsive/compliant/acceptable, and*

*b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

*\* Technical Criteria weight; [70%]*

*\* Financial Criteria weight; [30%]*

*Only candidates obtaining a minimum of 49 point would be considered for the Financial Evaluation*

<b>Criteria</b>	<b>Weight</b>	<b>Max. Point</b>
<u>Technical</u>	70%	70
• <i>Criteria A: Experience working with Arab governments</i>	10%	10
• <i>Criteria B: Relevant experience in Youth,</i>	25%	25

<i>Peace and Security in the Arab region</i>		
<ul style="list-style-type: none"> <li>• <i>Criteria C: Relevant experience in developing regional policies and strategies</i></li> </ul>	25%	25
<ul style="list-style-type: none"> <li>• <i>Criteria D: Experience in facilitating consultations with member states and youth</i></li> </ul>	10%	10
<u>Financial</u>	30%	30

## **ANNEX**

### **ANNEX 1- TERMS OF REFERENCES (TOR)**

### **ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**