

**TERMS OF REFERENCE**  
**FOR INDIVIDUAL CONTRACT**

<b>POSITION TITLE:</b>	National Expert on Ethnic Youth Mobilization
<b>AGENCY/PROJECT NAME:</b>	UNDP Thailand
<b>COUNTRY OF ASSIGNMENT:</b>	Bangkok, Thailand

## **1) GENERAL BACKGROUND**

The United Nations Development Programme (UNDP) has been a trusted partner of the Royal Thai Government and the people of Thailand for more than 50 years. As part of the UN Country Team, UNDP aims to advance inclusive, sustainable and human-centred development for all people in Thailand.

UNDP supports Thailand's efforts to build an inclusive sustainable society in which everyone has access to quality services and can participate in making decisions that affect their lives. In recent years, to promote and advance SDG16 in Thailand, UNDP has applied the "Sustaining Peace" framework, which focuses on increasing tolerance and embracing diversity in the country. The projects seek to ensure that policy interventions and programmatic actions are grounded in research and evidence; those National policies and programmes are inclusive, in line with a whole-of-society approach, including through civilian and civil society partners, and the private sector.

Thailand is developing the **Draft Act on the Protection and Promotion of the Way of life of Ethnic Groups** and UNDP is working with stakeholders to support the process. In particular, the young ethnic minorities people whom their life will be most affected by the law. UNDP is, therefore, looking for a national expert who will be supporting the mobilization of young ethnic minorities people in Thailand. Also, provide advice and extract the needs of those young people in relations the law drafting process.

## **2) OBJECTIVES OF THE ASSIGNMENT**

UNDP is seeking a national expert to develop a methodology and support the process of mobilizing young ethnic minorities people in Thailand. Under the supervision of the Project Manager, the consultant will deliver the following tasks:

- Develop methodology and process to mobilize young ethnic minorities people.
- Conduct activities in relations to the mobilization process in close consultation with UNDP team.
- Provide advice and technical knowledge to UNDP team with regards to the process of The Draft Act on the Protection and Promotion of the Way of life of Ethnic Groups.
- Organise an opportunity to share views from ethnic youth in relations to the draft law.
- Produce report on lesson learnt and needs from the young ethnic minorities in support to the draft law.
- Provide ongoing support to civil society organizations, relevant network and partners to implement the public perception survey process, and to support effective communication and use of resulting data to tailor policy and programmatic interventions.
- Performing other relevant tasks as necessary.

### 3) EXPECTED OUTPUTS AND DELIVERABLES

The consultant is expected to produce the following deliverables:

Deliverable	Description	Timeline
1.	Maximum 10 pages of draft methodology and mobilization plan.	10 <sup>th</sup> September 2022
2.	Conduct activities related to the mobilization of ethnic youth.	30 <sup>th</sup> October 2022
3.	Conduct policy making seminar between ethnic youth and other stakeholders	20 <sup>th</sup> January 2023
4.	Submission of a report on lesson learnt and needs from the ethnic youth in support to the draft law.	to 31 <sup>st</sup> March 2023

### 4) INSTITUTIONAL ARRANGEMENTS

The consultant will work under the supervision of the Project Manager – Promoting Tolerance and Respect for Diversity and in close collaboration with UNDP Programme and Technical Support Team, UNDP Regional Office colleagues.

UNDP Thailand will review the progress and quality of assignment upon outputs prior to the issuance of payment. Review/ approval time required to review/ approve outputs prior to authorizing payments is 7 – 10 days.

### 5) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

**Duration:** 1<sup>st</sup> September 2022 – 1<sup>st</sup> April 2023, with maximum 120 days of work

**Duty Station and expected place of Travel:** The consultant will work on a home-based basis, with no travel required.

### 6) DEGREE OF EXPERTISE AND QUALIFICATIONS

#### ***I. Academic Qualification:***

- Minimum Bachelor's degree or equivalent in social sciences, anthropology, political sciences, international development, international relations, economics or related field.

#### ***II. Technical Experience:***

- At minimum 5 years (with bachelor's degree) or 3 years (with master's degree) about ethnic

minorities in Thailand, in particular ethnic youth.

- Experiences on qualitative and quantitative data collection methodologies, tools, and training;
- Proven knowledge of data analysis and its reporting; and
- Experience in coordinating with youth and women-led civil society organizations.

### **III. Language:**

- Fluency in Thai and English is required;
- Excellent written and oral communication skills.

### **IV. Competency:**

- Excellent organizational skills with a successful track record of planning and implementing events and trainings;
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels within the Country;
- Ability to work and adapt professionally and effectively in a challenging environment;
- Ability to work effectively in a multicultural team of international and national personnel; and;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines.

## **7) REQUIRED DOCUMENTS**

**Instructions to Applicants:** Click on the "Apply now" button. Input your information in the appropriate Sections: personal information, language proficiency, education, resume and motivation. Upon completion of the first page, please hit "submit application" tab at the end of the page then the uploading option for the required document will be available.

Interested candidates must submit the following documents/information to demonstrate their qualifications. Please group them into one (1) single PDF document:

- a) **Personal CV (or P11)**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- b) **Letter of Confirmation of Interest and Availability and Financial Proposal** that indicates the daily rate/fee of the candidate, in **Thai Baht**.

**\*\*Failure to submit the above-mentioned documents or Incomplete proposals shall result in disqualification.**

**\*\*Please group all your document into one (1) single PDF document as the application system only allows to upload maximum one document.**

**The short-listed candidates may be contacted, and the successful candidate will be notified.**

## **8) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/UNDP PREMISES**

☒ NONE

☐ PARTIAL

☐ INTERMITTENT

☐ FULL-TIME

## 9) PAYMENT TERMS

Payments will be done upon completion of the deliverables/ outputs and as per below percentages:

Deliverable	Description	Payment
1.	Maximum 10 pages of draft methodology and mobilization plan.	20%
2.	Conduct activities related to the mobilization of ethnic youth.	30%
3.	Conduct policy making seminar between ethnic youth and other stakeholders	30%
4.	Submission of a report on lesson learnt and needs from the ethnic youth in support to the draft law.	20%

## 10) CRITERIA FOR SELECTION OF THE BEST OFFER

Individual consultants will be evaluated based on the following methodology

### Cumulative analysis

The award of the contract shall 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 set of weighted technical criteria (70%). and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by UNDP for the assignment.

### Technical Criteria for Evaluation (Maximum 70 points)

Criteria 1: Relevance of Education: Minimum Bachelor's degree or equivalent in social sciences, anthropology, political sciences, international development, international relations, economics or related field. – Max 10 points

Criteria 2: Relevance of Expertise: Proven knowledge of data analysis and its reporting- Max 30 Points

Criteria 3: Relevance of Experience: Experiences on qualitative and quantitative data collection methodologies, tools, and training and experiences in coordinating with ethnic minority group - Max 30 Points

Only candidates obtaining a minimum of 70% of the total technical points would be considered for the Financial Evaluation.