

TERMS OF REFERENCES

For one national expert for the development of the Youth Index

Location	Republic of Moldova
Deadline for application	18 th of September 2015
Position	Expert on the Development of the Youth Index
Reference project	Developing Youth Index
Project activity	Activity 2. Coaching sessions for the experts on data collection Activity 3. Data collection and analysis Activity 4. Public presentation of the EaP Youth Index
Duration of the contract	4 months
Timeframe	September- December 2015
Contract type	Individual Contract
Beneficiaries	National Youth Council of Moldova, National Youth Council of Ukraine (NYCU), and National Council of Youth Organizations of Georgia

I. CONTEXT

National Youth Council of Moldova (CNTM) is a representative body of 39 youth organizations from the Republic of Moldova, the associative forum that aims to develop and strengthen national and local youth policies and to promote rights of young people. Based on the organizational Strategy 2014-2018, CNTM aims to become an expertise and analysis centre until 2018. Thus the continuous data collection and evidence processes generate researches and extensive studies on youth issues this also contributes to youth policy creation, implementation and evaluation. The prerogative regarding youth researches, monitoring and data collection is included as well in the “11 Indicators of a (national) youth policy” developed and recognized by the Council of Europe and European Youth Forum, as well by the National Youth Council of Moldova.

The importance in developing Youth Index in EaP¹ regions is linked to the European and international principles related to evidence based youth policies. For the last period, EaP region was streaming for more inclusive youth policies based on needs and problems young generation meet in this particular region². However, this holistic approach still persists in EaP’s youth policies and continuous efforts of improving it always brought positive results.

EaP Youth Index aims to contribute to improve the existing system, the quality of disaggregated indicators and statistic nomenclatures of institutions active in the field of youth. The methodology of Youth Index will integrate existing indicators and methodologies and will complete it with thematic indicators, including international and/or European standards. Disaggregated indicators will make possible data tracking from diverse perspectives, including gender, rural, urban, NEET’s, etc. The strategic vision of Youth Index in EaP region in collaboration with organizations collecting statistical data is to quantify the youth index by countries and to help decision makers, youth associative sector, service providers, etc. to use statistics and evidence in further developing of local policies, programs, services, etc. for youth and integrate them with EU standards.

In above mentioned context and the regional efforts of Ukraine, Moldova Georgia to implement Association agreement development of such index is primordial target for mainstreaming the youth issues in the process to aligning to EU standards and reforms. Beside this, considering complex methodology first attempts to develop

¹ In the following project description the EaP abbreviation will mean only three EaP countries – Ukraine, Moldova and Georgia

² Participation of youth in civil society in promotion of reforms in the EaP countries:
<http://cntm.md/images/docs/EaP%20youth%20participation%20Study.pdf>

the index must be concentrated on the regions and countries strongly committed to cooperate and support such initiatives with qualitative and transparent data's.

II. PURPOSE

In partnership with the National Youth Council of Ukraine (NYCU), and National Council of Youth organizations of Georgia, with the financial support of the Eastern Partnership Civil Society Forum, CNTM aims to develop Youth Index for the three countries of the EaP.

Development and promotion of evidence based youth policies is a goal of the actual process of policy-making that requires accurate data collection. In order to fulfil this goals CNTM designed an evidence-based tool that shows the youth disadvantages compared to adults, but also youth policy gaps. It is incontestable that youth represent separate category of population with specific needs, rights and trends. Beside youth, women, people with disabilities, etc. in relation with certain issues, young people remain one of the most vulnerable group. The aim behind the effort to construct a Youth Index for EaP is to fill in this gap, to make policy makers more accountable towards youth perspectives so youth issues will be the job of every line ministry within the Government. At the same time, the Youth Index will also provide Civil Society Organizations (CSOs) representing youth interest, with an effective advocacy tool and their arguments will be based in sound arguments and hopefully more convincing.

Youth Index for EaP will provide a picture of the situation on youth and the problems that they have in the EaP region.

The main need for the Youth Index is the idea that public policy should be better targeted at youth because *youth situation is different from adult situation*. By different we mean usually worse of as compared to adults. The index is needed to capture this difference, show and measure the youth disadvantage. At the same time, Youth Index will give us an understanding of what is the statistical situation of the youth in different countries of EaP.

III. EXPERTISE OBJECTIVES

General expertise objectives are:

1. To identify and reflect the vulnerability level of young people and specific sectors that affect them;
2. To participate at the development of a set of specific indicators to collect disaggregated data on youth, including indicators related to the European Union Dashboard on Youth, or other relevant instruments or statistic standards;
3. To participate in the process of offering a statistical tool for advocacy to CSO`s and stakeholders involved in youth policymaking, together with the expert form the Republic of Moldova;
4. To elaborate a policy brief for his/her country in the field of Mainstreaming youth policies (based on Index indicators);
5. To participate at the elaboration of the position paper to EU and regional stakeholders to promote issues identified in the Index.

Expected results of the national expert are:

1. To participate at the development of the Youth Index methodology, which will include the areas of monitoring with specific thematic indicators, statistics coefficients, mechanisms of measurement, evaluation grid and formula for calculating the margin of error on each segment that will be used by the national experts from Ukraine and Georgia in the process of the Youth Index development;
2. To collect the statistical data for each of the indicators and finally offer an integrated tool for advocacy to CSO`s and stakeholders involved in youth policymaking;
3. To present the Youth Index in the Republic of Moldova;

4. To elaborate a policy brief for the country in the field of Mainstreaming youth policies (based on Index indicators);

IV. MANAGEMENT AND WORK RELATIONS

The national expert will have a strong cooperation with both experts from the National Youth Council of Ukraine (NYCU), and National Council of Youth organizations of Georgia, as well as with CNTM, which can be observed in the following plan actions:

1. Coaching sessions for the experts on data collection - CNTM will organize a three days coaching session during the presentation of the first National Youth Index Report in Moldova for national experts from EaP countries. The expert from Moldova will be in charge of coaching Youth Index (YI) team, in particular the national experts who will collect and analyse data, in applying it correctly. In the process of collecting and processing data for the first draft report, expert will coach YI team in applying collected data properly to avoid error marge. At the same meetings Youth Index Expert will discuss and analyse the possible sources of data, which indicators and data would be hard or impossible to collect because of the national data collection system or national methodologies applied in each country.

The coaching sessions will be held during the first presentation of the Youth Index in Moldova which will give to all the experts the chance to have a direct contact with local implementation team and to experience and understand better the goals and benefits from this complex tool. At the same events they will have the possibility to ask questions and provide their local experience that could be used to improve eventually the EaP Youth Index.

2. Data collection and analysis - National experts will be in charge with data collection process at the national level, and they will provide data to the implementing team of the project. Data processing consists from two exercises: collection and analysis. At this level of research, the listed indicators will play a very important role in order to generate relevant and actionable information content or messages for multiple users. A main finding from assessing this stage of research is how data is collected and analysed in order to improve policies or service/programs for youth. YI team will use all relevant forms of research: (i) routine data system; (ii) rapid assessments, (iii) community base monitoring; or (iv) citizen base monitoring, etc.

EaP Youth Index Expert with the support of the implementing team will make sure that data collection process is in accordance with YI Methodology. At the same time they will ensure that all the data sources are credible and the numbers are researched properly and used in line with the project goals. Implementing team will make sure that the stakeholders are also involved in data collecting process which will give more credibility and will ensure that the public institutions will use as well this instrument as an advocacy tool for promoting and solving youth problems and needs.

3. Public presentation of the EaP Youth Index - public presentation of Youth Index will be organized in Moldova. This exercise will be used as a main tool for the advocacy campaign on more evidence based youth policies. At this event will be invited one representative from CSO and one from Ministry of Youth from each EaP country. CNTM will ensure participation at the final event of representatives from the most important international institutions related to youth policies or that have the youth problems on their agenda, such as European Council, European Youth Forum etc.

This event should serve as a good opportunity for the stakeholders to reiterate the commitment for promoting evidence-based youth policies, to ensure a continuous development of the data collecting tools in youth problems and needs.

4. Youth Index Final Report will provide to CSO from EaP a long term evidence-based advocacy tool and will show the urgent areas that needs policy intervention.

V. DELIVERY TIMEFRAME

Based on above mentioned timeframe, estimated period of work for the national expert is 4 months. The timeframe for each activity is as it follows:

Objectives	Expected results	Days	Type of deliverable
Develop a set of specific indicators to collect disaggregated data on youth, including indicators related to the European Union Dashboard on Youth, or other relevant instruments or statistic standards;	Participate at a coaching session held in the Republic of Moldova, regarding the experience of the Republic of Moldova in the process of the Youth Index development.	<u>3 days</u>	Participate
	Determine together with the experts from the partner countries the set of indicators that can be transposed from the experience of the Republic of Moldova in the Youth Index Methodology. Jointly with experts will identify methods for integrations international/ European standards or /and specific indicators within the methodology of Youth Index;	<u>2 days</u>	
	Provide relevant amendments toward YI methodology, from the perspective of the two partners Georgia and Ukraine.	<u>1 day</u>	Amendment submitted
	Develop the final version of the Youth Index methodology, which will include the areas of monitoring with specific thematic indicators, statistics coefficients, mechanisms of measurement, evaluation grid and formula for calculating the margin of error on each segment	<u>1 day</u>	Final version of the Youth Index Methodology submitted
To offer a statistical tool for advocacy to CSO`s and stakeholders involved in youth policymaking	To collect the statistic data from the institutions for the development of the Youth Index.	<u>60 days</u>	Coaching
To elaborate a policy brief for each country in the field of Mainstreaming youth policies (based on Index indicators);	To elaborate a policy brief for the country in the field of Mainstreaming youth policies (based on Index indicators);	<u>5 days</u>	Policy brief submitted
To elaborate a position paper to EU and regional stakeholders to promote issues identified in the Index	To elaborate together with the expert from the Republic of Moldova a position paper to EU and regional stakeholders to promote issues identified in the Index	<u>5 days</u>	Position paper submitted

VI. PROFILE OF THE EXPERT

The position of the national expert requires methodological and technical skills, as well good knowledge in the field of youth, data collection and analysis; to be familiarized with international youth policy frameworks and tendencies, in particular existing mechanisms at European level. It also requires specific knowledge in statistics and expertise in the field of monitoring and evaluation, such as tracking data and evidence based youth programs/policies methods and techniques. Moreover, the assignment request strong communication skills, analysis and cooperation skills.

Required qualification criteria for the national expert are the following:

- University degree in public Policy, Social Sciences, monitoring and evaluation, or another relevant domains;
- Minimum 3 years of monitoring and evaluation activities, preferable in the field of youth;
- Experience in developing international or/and national instruments on data collecting and evidence;
- Familiarized with international and European youth policies and mechanisms of data gathering, statistic evidence and Indexes;
- Excellent analytical capacities, and ability to synthesize data and to integrate innovative approaches;
- Ability to facilitate and moderate meetings and to consult different types of stakeholders in the field of youth;
- Excellent command of English, both in speaking and written.

VII. METHOD OF APPLICATION AND SELECTION

The candidate is expected to prepare his/her application in line with qualifications/ knowledge/ experience related to the applicants profile and tasks stipulated above, with a brief suggested methodology which must reflect their vision and approach in order to achieve all deliverables. Interested persons will send all required documents that are: (i) suggested methodology, (ii) resume; and/or another relevant documents to cntm.corespondenta@gmail.com email with the topic “National Expert for the development of the Youth Index“, until 18th of September 2015.

Evaluation will be performed through a desk review of applications, and if necessary, fulfilled by an interview. The selection will be based on the principle of best value for money among the technically qualified candidates based on the methodology presented below:

Evaluation criteria table I.

International Consultant	
Criteria	Score
University degree in public Policy, Social Sciences, monitoring and evaluation, or another relevant domains	15
Minimum 3 years of monitoring and evaluation activities, preferable in the field of youth	15
Experience in developing international or/and national instruments on data collecting and evidence	10
Familiarized with international and European youth policies and mechanisms of data gathering, statistic evidence and Indexes	20
Excellent analytical capacities, and ability to synthesize data and to integrate innovative approaches	15
Ability to facilitate and moderate meetings and to consult different types of stakeholders in the field of youth	5
Excellent command of English, both in speaking and written	20
Total	100

For more information, please do not hesitate to contact the project assistant Angelica Petrov, angelica.petrov@cntm.md or (+373) 22 235 175/ (+373) 78 3111 00.