



TERMS OF REFERENCE

CONSULTANCY FOR CAPACITY BUILDING SESSIONS- LEADERSHIP, PARTICIPATION AND POLICY PROCESSES

Introduction & Background

The United Nations' 2030 Youth Strategy calls on UN agencies to expand and replicate in UN entities successful human resource modalities for attracting young talents, such as the Young Professional Programme, Management Reassignment Programme, Fellowship programmes and UN youth volunteers. In view of this, the Country Office launched the Youth Leaders Fellowship programme. The Fellowship aligns with UNFPA's Global Strategy for Adolescents and Youth that puts young people (their talents, hopes, perspectives and unique needs) at the very center of sustainable development. The one-year programme builds the capacity of young people to be effective leaders in UNFPA mandate areas as well as provides them hands on experience to prepare them for their future work.

Proposed Activity

Professional development is an integral component of the YoLe Fellowship Programme and It's important to the development and growth of each Fellow. As part of the capacity building process, the Fellows will be taken through sessions to strengthen their skills in Leadership, Participation and Policy Processes (Analysis and Advocacy) which is an integral component of the YoLe Fellowship Programme. The workshops will be delivered using experiential and participatory learning modules in a weekly/monthly workshop covering topics such as leadership, participation, policy processes (including policy analysis and policy advocacy), vision board, commercial awareness, business model canvas and public speaking. It is expected that the training would build the Fellows' knowledge, confidence and skills which will help them navigate the real world as leaders, innovators, entrepreneurs (start-ups) or join the workforce after completing the programme.

Topics covered should include but are not limited to;

- Leadership
- Participation and Policy Processes
- Vision board
- Commercial awareness
- Business model canvas
- Public speaking
- Career Choices and Exploring Graduate Programmes opportunities
- Personal Branding and Public Speaking
- Interview Training
- Preparing Personal Statement and CV Review

Purpose of Consultancy

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UNFPA is therefore seeking an organization which is passionate about the growth and development of young people in Ghana and has experience in developing and leading professional development workshops for the modern-day young people.

Proposed Deliverables

- Tailored curriculum from January to May 2024.
- Weekly workshops.
- Delivery of curriculum using innovative approaches.

Qualifications and Experience Required

- At least 10 years of continuously progressive professional experience.
- Experience leading professional development workshops in Ghana.
- Experience developing professional development curriculum.
- Experience working with international and local organizations.
- Ability to tailor curriculum to the need of the programme.
- Must be an expert in all professional development topics including: CV building, public speaking, vision board, cultural awareness, entrepreneurship, business model canvas & financial planning or have staff with such expertise.
- Fluency in oral and written English as well as computer literate.