

## **Terms of Reference**

### **Consultancy: Facilitate the Design of an Adolescent Girls and Female Youth (AGFY) Mentorship Program in Syria**

#### **Aga Khan Foundation**

AKFC is an international development organization and registered charity. Established in 1980, AKFC is an agency of the Aga Khan Development Network (AKDN), a group of private, non-denominational development agencies that share a mission to improve the living conditions and opportunities of marginalized communities across the globe. AKFC partners with communities, organizations, and governments to promote inclusive development, and has helped millions of women and men unlock their own potential to build a better life. AKFC operates a multi-sectoral portfolio that includes programming in education, economic inclusion, civil society, health and early childhood development. AKF is committed to ensuring that girls and boys, women and men, are equipped with the knowledge, skills, attitudes, and values to help them interact effectively with the world and be contributing members of a pluralistic society.

#### **AGENCI Project**

The Adolescent Girls' Education in Crisis Initiative (AGENCI) is a four-year project (2020-2024) that aims to enhance the empowerment of AGFY pursuing educational pathways in crisis affected areas of South Sudan, Uganda and Syria. AGENCI is being implemented by AKF and World University Service of Canada (WUSC), and funded by Global Affairs Canada (GAC). The project's main outcomes are to: i) reduce social, cultural and economic barriers to accessing safe, secure, gender equitable and quality education by AGFY, including barriers such as SGBV and SRHR that are exacerbated during crisis; and ii) improve equitable learning outcomes for AGFY benefitting from quality, gender responsive, innovative and inclusive formal and non-formal educational opportunities in crisis situations.

The mentorship program for AGENCI, led by trained mentors, aims to contribute to AGFYs' empowerment and skill development, increasing their confidence, leadership, and decision-making capacities.

#### **Position Summary:**

AKFC is seeking a consultant to support with the development and rollout of a mentorship program for select, vulnerable AGFY in Syria. This includes working with AKFC and AKFS teams to define the mentorship program's interventions, develop a mentorship training manual, and determine the methods for ongoing supervision and monitoring, with the consultancy culminating in a one-day virtual training of mentors.

#### **Main Duties and Responsibilities:**

- Work with AKFC and AKFS to define the mentorship program's topics and interventions
- Develop and design the training package for mentors and mentees
- Determine the selection criteria for mentors and mentees
- Identify the methods for implementation with partners, including tools for ongoing supervision, monitoring, and evaluation
- Rollout of pilot virtual training of mentors

### **Expected Process and Deliverables:**

- Consultancy launch meeting with AKFC, AKFS, and relevant stakeholders, including workplan development and agreement
- Outline of training package for mentors and mentees, including key topics, interventions, and selection criteria, as well as tools for ongoing supervision, monitoring, and evaluation submitted by consultant for AKFC and AKFS approval
- AKFC, AKFS, and relevant stakeholders review outline of training package and tools and provide feedback to consultant
- Based on feedback received, draft training package developed and delivered by consultant for AKFC and AKFS review
- Based on feedback received, draft tools developed and delivered by consultant for AKFC and AKFS review
- AKFC, AKFS, and relevant stakeholders review draft training package and tools and provide feedback to consultant
- Consultant refines and delivers the final training package and tools to AKFC and AKFS for final approval
- Virtual training of mentors delivered by consultant following AKFC and AKFS final approval

### **Knowledge, Expertise, and Skills Required:**

- University degree, preferably master's level, in social sciences or another relevant field
- Previous experience working on mentorship programs, particularly for adolescent girls and female youth
- Previous experience of working within emergency and fragile contexts with complex social issues, including gender equity, social inclusion, empowerment, SRHR, SGBV, and more
- Commitment to upholding gender equality, diversity, equity and inclusion practices
- Commitment to safeguarding of vulnerable populations, including children, women and girls, the elderly, and individuals with disabilities
- Evidence of high quality written, technical, and presented work
- Previous knowledge of human centered design approach is considered an asset

### **Evaluation Criteria:**

- 80% Organizational and Technical Proposal
- 20% Financial Proposal (Budget)

### **Duration of the Activity:**

The assignment is expected to be for a maximum of 20 days and is expected to start on August 22, 2022, and to be finalized by October 15, 2022. Deadlines for all deliverables will be confirmed upon the signing of the contract.

### **How to Apply:**

Interested candidates are to submit a letter of interest, outlining their relevant experience and their proposed approach to the assignment, accompanied by a proposed budget to [AKFC.HR@akdn.org](mailto:AKFC.HR@akdn.org). A recent CV and/or organizational profile should also be provided.

Deadline to apply: August 15, 2022

If there are any questions related to this consultancy, please direct them to [AKFC.HR@akdn.org](mailto:AKFC.HR@akdn.org). Please use the subject line “**Design of AGFY Mentorship Program in Syria**” in all correspondence with AKFC regarding this opportunity.

*AKFC is committed to advancing gender equality and inclusion through our programming and operations in Canada and overseas. AKFC requires all employees and consultants to review and abide by the AKFC Gender Equality Policy.*

*AKFC recognizes the importance of safeguarding and is committed to ensuring it manages a wide range of risks such that beneficiaries, staff, other associates, and the organization are kept safe from harm. All employees and consultants must respect the AKF Code of Conduct and Safeguarding Policy.*

*AKFC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.*