



Formative evaluation of UNFPA support to adolescents and youth

Terms of Reference for Youth Steering Committee

1. Background

This Terms of Reference expands on the Terms of Reference for the formative evaluation of UNFPA support to adolescents and youth. It clarifies the role and responsibilities of the Youth Steering Committee.

2. Youth Steering Committee

A Youth Steering Committee (YSC) will be established to ensure a more meaningful engagement of young people as co-creators in this evaluation, rather than solely sources of evidence and insight. The YSC will work alongside the UNFPA Evaluation Office throughout the duration of the exercise, from the design to dissemination of the evaluation. In their capacity, the YSC will help to ensure that young people have a voice in each stage of the evaluation to reflect the priorities, values and identities of adolescents and youth.

3. Youth Steering Committee composition

The Youth Steering Committee will be composed of 5 to 7 young people with experience in evaluation and/or youth led organizations working on issues related to UNFPA mandates and work in adolescent and youth.

Committee members with evaluation backgrounds should have:

- At least 2 years of experience in evaluation, preferably of interventions relevant to youth
- Knowledge of evaluation/research methodology and analysis, including quantitative and qualitative techniques
- Proven commitment to the cause of young evaluators
- Knowledge of the UN system, including reform processes, and UN programming at the country level, will be considered an asset
- Knowledge of French, Spanish, and/or Arabic is highly desirable and considered an asset.

In addition, the YSC will be gender balanced and will reflect a geographic diversity to ensure that there is a mix of voices and perspectives. The selection process to identify YSC members will be transparent and conducted in consultation with the UNFPA adolescent and youth

programme team (for the young people with experience in youth led organizations working on issues related to UNFPA mandates and work in adolescent and youth) and jointly with the EvalYouth Global Network (for young people with experience in evaluation).

4. Key responsibilities of the Youth Steering Committee

The Youth Steering Committee will work together with the UNFPA Evaluation Office throughout the exercise, from the design stage to the development of the recommendations and final presentation to the Executive Board, to:

- Provide overall guidance and direction to the entire exercise, including decision-making processes
- Contribute to the conceptualization of the evaluation, including the Terms of Reference
- Provide comments and substantive feedback on the evaluation process and products from the perspective of young people
- Play a key role in learning and knowledge sharing of the results of the exercise, contributing to the dissemination of the evaluation report and related deliverables.

The duration of this engagement will be from May 2021 to July 2022, and it will entail an engagement of about 2-3 days a month during this period on the part of each member. An honorarium of \$3000 will be paid upon proven participation and contribution to the key responsibilities above.

5. Independence

It should be noted that, in order to safeguard the independence of the exercise, the members of the Youth Steering Committee must not be directly involved in policy setting, design, implementation or management of the subject of the evaluation before, during and for at least two years after the evaluation.

For further information on the evaluation, please contact Valeria Carou-Jones (carou-jones@unfpa.org) and Karen Cadondon (cadondon@unfpa.org).



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