

Terms of Reference

International Consultant(s) to conduct labour market assessment in Yemen and develop training guide on social and economic reintegration of CAAFAG and prevention of the use of children by armed forces and armed groups.

1. Background.

ILO is currently supporting Yemen in several key areas including in reform of national legislation, child labour, and youth employment. In the implementation of these interventions, the ILO Office works in close partnership with the Government of Yemen, in particular its technical line ministry, the Ministry of Labour and Social Affairs (MoLSA) and its social partners, the employers' and workers' organizations. The ILO's intervention in Yemen is an integral part of the One UN Plan.

The technical assistance of the ILO to Yemen is governed by the Standard Technical Assistance/Cooperation agreement (26 July 1956) and its Supplementary Text (14 April 1963).

The International Programme on the Elimination of Child Labour (IPEC) under the Fundamental Principles and Rights at Work Branch (FPRW) of the International Labour Organization is operational in over 90 countries worldwide and has the long-term objective of the effective abolition of child labour. In the short and medium term, the programme aims at assisting member States in designing and implementing policies and programmes which help them combat the worst forms of child labour. IPEC also aims at heightening the awareness of member States and the international community on the problem of child labour and assists them in implementing the relevant international labour conventions. IPEC is implemented through national, sub regional and regional programmes which include activities such as technical advisory services; direct action for the withdrawal, prevention and protection of working children; institution building; training, advocacy and the collection of and dissemination of information and research.

The Bureau of Democracy, Human Rights, and Labor (DRL) funded project in Yemen has an overall objective of developing the capacity of local Yemeni partners in order to educate, inform, and change their attitudes and behaviours towards children's use in armed conflict. Additionally, the project will strengthen existing resources around children and provide the required services for the social and economic reintegration of children associated with armed forces and armed groups (CAAFAG), children at risk of recruitment, and the prevention of use of children by armed actors.

The project aims at preventing the recruitment of children and youths with conflict carrying capacities (CCC) and to sustainably reintegrate children formally associated with armed forces and groups (CAAFAG) in Hajjah, Sanaa and Lahj governorates into civilian life including the formal economy. (Overall Goal).

As a first outcome, targeted children and youths will have better access to socio-economic services and facilities to reduce the risk of being recruited by armed actors. To this purpose, existing structures around children and youths will be strengthened: labour inspectors at Ministry of Social Affairs and Labour, local councils, members of Social Committees, members of the Higher Council for Childhood and

Motherhood, staff of NGOs, and community leaders, including religious leaders, will be empowered to educate, inform and change their attitudes and behaviors towards children's use in armed conflict. (Specific Objective)

2. Objectives.

To support the achievement of these goals ILO seeks a consultant (s) to a) conduct a labour market assessment to identify the most marketable skills and relevant service providers where Youth and children at risk are targeted; and b) develop training guide on social and economic reintegration of CAAFAG and prevention of the use of children by armed forces and armed groups.

3. Scope of the Exercise and Specific Objectives.

- a) **Conduct of labour market assessment:** The labour market assessment should consider that children under 15 should be in school (education sector issues) and those over 15 may- or may not be offered some vocational training to improve their employability while not ignoring their rights to continue their education. The assessment should include socio-economic mapping that explains the reasons for which children and youth get recruited by armed actors. The various root causes and 'drivers' which determine why – and how - children and youth get recruited.

The consultant will work with a local team hired by ILO who will collect and analyze the relevant data. The consultant will provide guidance on the research design and tools which will be implemented by the local team.

- b) The specific objectives of the assessment are:
- i) Identify growth sectors and new opportunities and constraints in the war-torn economy of Yemen
 - ii) Identify the root causes and drivers that determine why children get recruited
 - iii) Identify skills demands and gaps that act as barriers to labour
 - iv) Detailed mapping and analysis of key value chains identified through market and business sector assessment which have potential to accommodate labour force
 - v) To provide concrete recommendations to strengthen and diversify strategies which can contribute toward increased employment and self-employment opportunities, based on evidence and robust analysis
 - vi) Identify key markets which are secure and profitable for the targeted beneficiaries to engage in

c) **Develop Training Guide.**

The proposed guide/manual will provide comprehensive technical guidance to field staff on the spectrum of activities related to the release and reintegration process for children, ensuring linkages with the UN Monitoring and Reporting Mechanism. It will be used to train government officials, youth groups,

community leaders, CSOs and law enforcement agencies on how to prevent the use of children in armed conflict and their reintegration.

Specifically, the Handbook will bring operational guidance to the key programmatic areas of: prevention of recruitment; preparedness of response; negotiation of release; interim/transitory care following release; identification/verification; family tracing; reunification; reintegration; monitoring of recruitment and re-recruitment; follow-up and advocacy – upholding a child rights programming approach and a child development perspective throughout. Equally, the manual will address accompanying issues: ways in which children leave armed forces and armed groups; inclusion of children affected by armed conflict in programming at the community level; processes which facilitate return to family and community; challenges facing girls; psychosocial concerns, disability and developmental problems stemming from children’s association with armed forces or armed groups; struggles around children conceived or born to girls in armed forces and armed groups; prosecution; relations with the media. Case studies will be used to illustrate best practice and lessons learnt from a variety of contexts, regions and partners, in order to lay an analytic foundation for technical guidance. Importantly, the process will ensure compatibility with the ILO training manual on the economic reintegration of CAAFAG, however adapted to the Yemeni context. The proposed manual represents an important contribution to the work of the CP sector as a whole and will be led by ILO.

The audience of the manual/guide and Training will include practitioners engaged in programmes related to prevention of recruitment, release and reintegration of CAAFAG – in government or non-government programmes, specialized CP programmes or other related sectors – from headquarters to country and field levels. The guide/manual and Training should provide practitioners with guidance to design, plan, implement, monitor and evaluate programmes as well as to train and advocate for prevention, release and reintegration of CAAFAG. The training manual/guide will be used to provide training to local Yemeni actors in order to educate, inform and change their attitudes and behaviours with the overall aim of preventing the use of children by armed forces and armed groups. The training guide will be based on ILO’s training manual on the economic reintegration of CAAFAG. The manual will be adapted to the Yemeni context in consultation with relevant stakeholders, and updated with the most recent knowledge and evidence in the area.

4. Methodology.

a) **Labour Market Assessment.** The methodology for this part of the assignment will include the following steps:

- **Desk Review:** The desk research will involve taking a comprehensive review and analysis of all secondary data (including contextual analysis and programme documents, as well as available reports and publications). During the desk review phase, we will identify all elements to be interrogated and gather information to be used for developing tools/instruments to be applied in the field phase that will give measurements to the qualitative findings.
- **Review and validate the survey instruments and techniques** of the local data collection team which would include **structured and semi structured questionnaires, Focus Group Discussions (FGDs)** with employed and unemployed youth, the main

groups of market actors and their associations, relevant government agencies. FGD will particularly focus on learning from positive deviants (very successful youth entrepreneurs). Using the FGD techniques, the consultants will validate the data collected, and gain an in-depth understanding of the needed-skill sets, identify viable opportunities for targeted groups and make recommendations of cost-effective labour market opportunities for youth in the selected governorates. **Key Informant Interviews (KIIs)** will also be used by the local team to collect information from key informants in line ministries, regional government agencies, private sector employers, TVET graduates (youth), centre managers or teachers, parents of the target beneficiaries, and LNGOs working on youth. The KIIs will help the consultants to identify the occupations most in demand and the number of openings. Thereafter, the consultants will use the gathered information to identify and define the competencies required for those profiles and the content of the proposed trainings

- **Data Collection and Analysis:** The local consultants will clean and validate the gathered data on a continuous basis as the questionnaires are received from the field. This will remove any invalid data and identify inconsistencies. Data is analysed using appropriate software and the local team prepares a draft field report.
- **Report Preparation.** The final report will be prepared on the basis of the literature review and the field report. The text of the report will be illustrated with appropriate maps, graphs, tables and photos. An outline of the final report will be discussed and agreed with ILO but will in general have the following structure:
 - Executive Summary
 - Table of contents
 - List of abbreviations and acronyms
 - Introduction
 - Methodology
 - Findings
 - Conclusion and recommendations
 - Annexes.

b) Preparation of the Training Manual.

The manual will be prepared in 3 main steps as follows:

- Desk Review. A comprehensive review of all relevant and similar manuals published by ILO and others as well as other pertinent literature.
- Development of an annotated outline of the proposed manual to be reviewed and approved by ILO
- Preparation of the first draft of the manual for review by ILO
- Revision of the first draft to produce a second draft
- Finalization of the manual.

5. Key Tasks:

a) Labour Market Assessment.

- i. Review and finalize tools with the project team
- ii. Supervise national data collection team with support from ILO
- iii. Review and agree on assessment methodology with ILO
- iv. Review relevant existing literature on labour market assessments in Yemen
- v. Validate (in consultation with ILO and other stakeholders) and analyze the data emerging from the field research and draft labour market assessment report consistent with objectives above
- vi. Finalise report based on comments from ILO.

b.) Development of the Training Manual

Develop and draft the manual/guide in English. More specifically, the consultant will:

- Participate in expert consultations/discussions with ILO and its stakeholders
- Analyse the context and adapt the manual accordingly
- Develop an annotated outline of the manual
- Review and analyse documentation and recent developments relevant to CAAFAG to feature in the manual. The training manual should be based on ILO's training manual on the economic reintegration of CAAFAG, however adapted to the Yemeni context.
- Solicit and integrate inter-agency country case studies (to feature as boxed text examples) to ensure applicability and usability at field level.

6. Deliverables.

- i) Two drafts and final labour market assessment report
- ii) Two drafts and a final version of the training manual in consultation with the ILO and its stakeholders.

7. Location

While there is flexibility in where the Consultant is based, the Consultant may be required to visit the ILO Yemen/Amman for consultations.

8. Duration: 40 working days.

9. Profile of the Consultant (Key competences, technical background, and experience required)

- Advanced university degree in law or relevant discipline
- Minimum 15 years of professional work experience in employment and sustainable livelihoods with extensive experience in countries in conflict

- At least 5-8 years experience in conducting field assessments in conflict situations. Experience in Yemen will be a definite asset
- Minimum 8-10 years of professional work experience in child protection and child protection in emergencies programming
- Fluency in written and spoken English.
- Strong drafting, editorial and management skills and experience
- Experience of coordinating with diverse set of stakeholders, including government institutes, donor's representatives, local and international NGOs
- Demonstrated experience in designing data collection tools and preparing assessment reports
- Solid knowledge of programmes related to prevention of recruitment, release and reintegration of CAAFAG, including the UN Monitoring and Reporting Mechanism
- Experience working on interagency initiatives
- Experience in training development and delivery, including in child protection in emergency issues

7. How to apply

Qualified candidates are requested to submit a cover letter, CV to fadhel@ilo.org and cc to simba@ilo.org with subject line "**Labour Market Assessment and Training Guide on social and economic reintegration of CAAFAG in Yemen**" by **28 July 2019**. Please indicate your daily/monthly rate and availability to undertake the terms of reference above. Applications submitted without a daily or monthly rate will not be considered.