

Spotlight Initiatives

Consultant's Terms of Reference

For

Curriculum Review and Drafting of Integrated Comprehensive Sexuality Education and Life Skills Curriculum for Teacher Training.

Project Details

Project Name:	Spotlight: Teachers as Role Models: Building Equitable Future Project.
Project Number/ Code	PG03 – 014
Project Activity:	Activity 3.1.7 Review and editing of Workshop draft Activity 3.1.8 Pilot -test Activity 3.2.1 Writes workshop review and finalizing Activity Activity 3.2.2 TOT UOG lecturers Activity 3.2.4 TOT PNGEI inspectors and staff
Target sites:	Tertiary Level Teachers; Pre – Service & In – Service Tertiary Students; Secondary & High School Teachers.
Country:	Papua New Guinea
Tentative Date of Drafting of Integrated Curriculum Activity:	27 th Sept – 2 nd Dec.
Source of Funding:	UNFPA Spotlight Initiatives

Country Office Contact:

Mr. Mcleen Pikacha
Senior Project Officer
ChildFund Papua New Guinea
P.O. Box 671, Gordons, NCD
Telephone: +675 323 2544
Mobile: +675 710 32392
Facsimile: +675 323 2562
Email: mpikacha@childfund.org.pg
Website: www.childfund.org.au

1.0 Organisational Context.

ChildFund Papua New Guinea is registered as a local NGO under the Papua New Guinea Association Incorporation Act, working to reduce poverty for children in developing communities. ChildFund Papua New Guinea was established by ChildFund Australia, which is a member of the ChildFund Alliance – a global network of 12 member organisations which assists almost 23 million children and their families in 70 countries.

ChildFund began work in Papua New Guinea in 1994 and works in partnership to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights. Projects are implemented in seven provinces across the country, in both rural and urban settings, with a focus on maternal and child health, nutrition, water and sanitation, education, and child protection and resilience against family and sexual violence. ChildFund PNG also priorities climate change and disaster preparedness. In 2015, ChildFund PNG established the country's first ever Family and Sexual Violence Counselling Hotline which operates in Port Moresby and provides national coverage for survivors.

2.0 Background.

In support of the implementation and rolling out of the Character and Social Development Curriculum (CSDC), the CFPNG was awarded with a grant from the Spotlight Initiative in Papua New Guinea under UNFPA in order to implement the Teachers as Role Models: Building an Equitable Future Project aimed at building capacity of teachers in pre-service and in-service on comprehensive sexuality education; gender violence and respectful relationships. Generally, the rationale behind the spotlight initiatives is to have gender equitable social norms, attitudes and behaviors promoted at national, community and individual levels to prevent sexual and gender-based violence and harmful practices, and promote sexual and reproductive health and rights.

Therefore, CFPNG through funding from UNFPA and in collaborations with the National Department of Education (NDOE); the University of Goroka and Papua New Guinea Education Institute have been working on a national and/or sub-national evidence-based program with the aim of promoting gender-equitable norms, attitudes and behaviors especially in school setting.

This action aims to develop a Comprehensive Sexuality Education Teacher Training Resource which is gender sensitive, human rights based and meets international standards for comprehensive sexuality education curriculum. This will target the pre- and in-service teacher students at teacher training colleges and tertiary institutions.

Hence, this Terms of Reference seeks the services of an external consultant to review the current draft of the CSE Teacher Training Resource and update and finalize the CSE Teacher Training Resource.

3.0 Purpose.

The purpose of this consultancy is to review, update and finalize the CSE Teacher Training Resource for pre-and in-service teacher students in teacher training colleges and tertiary institutions.

3.1 Specific Objectives:

The objective of this Terms of Reference is to engage an external consultant to support the Spotlight Teachers as Role Models: Building Equitable Futures project in leading review, update and finalization of the current draft Comprehensive Sexuality Education Teacher Training Resource (Training manual and guide).

The selected consultant will meet the following specific objectives;

- To review and update the draft Teacher Resource on Comprehensive Sexuality Education and life skills and gender for pre-and in-service student teacher that is aligned to the Character and Social Development Curriculum. The draft material should compose of content knowledges and activities to deliver the various sensitive topics to pre-and in-service students in tertiary institutions and colleges.
- Conduct desk review of sexuality education materials used by tertiary institutions to ensure the current draft resource addresses the gaps in existing resources. In addition, review of materials recommended by UNFPA and ChildFund's Gender Rights and Sexual Reproductive Health Learning Resource for Personal Development Teachers to support the content finalization of the CSE Teacher Training Resource.
- Pre-test the CSE Teacher Resource, update and finalize the training material.
- Conduct the training of trainers for lecturers and teacher trainers at teacher training colleges and tertiary institutions for the roll-out of the of training for pre-and in-service teacher students in teacher training colleges and tertiary institutions. Training includes ChildFund staff.

4.0 OUTPUTS

The specific outputs will include the following;

- CSE Teacher Training Resource pretested and finalized (Manual and the Guide)
- Training of trainers conducted

5.0 Milestones and Products

No	Key Tasks	Key Outputs	Due dates
5.1	Orientation of the consultant	Orientation completed, consultant understand the project and consultancy work at hand.	27-28 September 2021
5.2	Review the current draft, and ensure the current draft addresses the gaps in the existing resources on CSE and SRH	Gaps are addressed in the current draft	29 September -8 October 2021
5.3	Review the current draft, update and finalize the draft	Current draft completed	11-22 October 2021
5.4	Share the draft for review by University of Goroka; PNG Education Institute; Department of Education's Guidance and Counselling; Teacher Training and Curriculum Development Divisions and ChildFund PNG.	Review gathered from key partners	25-29 October 2021

5.5	Update the CSE Teacher Training Resource	CSE Teacher Training Resource updated based on review provided	1-5 November 2021
5.6	Writes workshop to finalize the CSE Teacher Training Resource with partners for 3-5 days approximately	Draft CSE Teacher training Resource completed to near final draft.	8-12 November 2021
5.7	Pre-test workshop to test the draft	Pre-test completed and feedback gathered from participants (Participants at PNGEI/UoG)	29 November -3 December 2021
5.8	Finalize the draft after the pre-test workshop.	CSE Teacher Training Resource (Manual and guide) finalized and submitted to ChildFund PNG.	6-10 December 2021

6. Personnel, Roles & Responsibilities

No	Name	Position	Role
1	Consultant	Consultancy Lead	<ul style="list-style-type: none"> Coordinate and lead all the phases of the consultancy activities.
2	Mcleen	Senior Project Officer – CFPNG	<ul style="list-style-type: none"> Draft ToR. Hire of Consultant. Provide direct supervision of the consultant and the implementation of the consultancy work.
3	Raynon	Project Officer – CFPNG	<ul style="list-style-type: none"> Supporting the logistics and administration of the activities.
4	Lorna	Project Manager – CFPNG	<ul style="list-style-type: none"> Review of the ToR Provide review on the LRM revision. Overall supervision and support to Mcleen and the consultant.

5	Mathew Brodie	Social and Emotional Learning Technical Advisor	<ul style="list-style-type: none"> ○ Provide review on the consultancy activities & integrated Teacher Resource Material. ○ Provide other technical input where necessary.
6	Representatives from the Curriculum Comprehensive Curriculum (CDD).	Curriculum Advisors	<ul style="list-style-type: none"> ○ Provide technical input and advise to the drafting of integrated Teacher Resource Material (Training Manual & Teachers Guide). ○ Provide review.
7	Representatives from Teacher Training Division (TTD).	Teacher Training Advisors	<ul style="list-style-type: none"> ○ Provide technical input and advise to the drafting of integrated Teacher Resource Material (Training Manual & Teacher's Guide). ○ Provide review.
8	Representatives from Guidance & Counselling Division (GCD).	Guidance & Counselling Advisors	<ul style="list-style-type: none"> ○ Provide technical input and advise to the drafting of integrated Teacher Resource Material (Training Manual & Teacher's Guide). ○ Provide review.
9	Representatives from Secondary Inspection Division	Secondary school Inspectors	<ul style="list-style-type: none"> ○ Provide technical input and advise to the drafting of integrated Teacher Resource Material (Training Manual & Teacher's Guide). ○ Provide review.
10	Representatives from UOG/PNGEI	Lecturers/Trainers	<ul style="list-style-type: none"> ○ Provide technical input and advise to the drafting of integrated Teacher Resource Material (Training Manual & Teacher's Guide). ○ Provide review.

8. Budget

The drafting of an integrated curriculum (Trainer's Manual & Teacher's Guide) through an external consultant is an activity aim at supporting the implementation and rolling out of the Character and Social Development Curriculum (CSDC) in tertiary institutions and secondary and high schools. The drafting of an integrated curriculum is funded the Spotlight Initiative projects in Papua New Guinea by UNFPA which has already been approved. The project has budget for this activity and will cover all costs for this consultancy. Payment of consultant will be done in installments as per the delivery of the outputs.

The consultancy fee will be negotiated with the selected/identified consultant based on their experience.

9. Criteria for a Consultant.

The consultant is expected to be;

- Well versed with Comprehensive Sexuality Education or do have some experiences working with other organizations on Comprehensive Sexuality Education, Gender Issues and Basic Human Rights.
- Familiarized with Curriculum Development or do have some experiences working in the Education Sector developing teaching materials; teaching guides, developing of teaching programs, development of school programs and syllabuses for specific school grades.

10. Expressions of Interest

Candidates are invited to submit expressions of interest providing the following:

- Cover letter and inclusion of daily professional fee
- CV
- Provide examples of work, materials etc
- Applications to be uploaded on Bamboo HR <https://teamchildfund.bamboohr.com/jobs/view.php?id=124>

11. APPROVAL

TOA Prepared by Senior Project Officer	Mcleen Pikacha
Reviewed by Project Manager	Lorna Maso
Approved by Country Coordinator	Anand Das
Approval Date	21 September 2021