
AfriYAN Uganda Research Report Writer Consultant

The following Terms of Reference (ToR) set out below, spell out the working arrangements for the consultant to be hired by AfriYAN to review, rewrite and deliver a final report for review and sign off. It lists the scope of work including vital information about the mode of the agreement, such as its purpose and background, terms, responsibilities, level of required support for both partners, and general provisions governing these terms of reference.

1. Purpose and Background

AfriYAN Uganda chapter together with Restless Development Uganda, is implementing the My Voice My Rights Programme in Eastern Uganda. The aim of this programme, is to empower young people, men and young women realize their sexual and reproductive health rights.

The programme has 3 main objectives;

- To influence SRHR planning and decision making processes both at district and national level.
- To increase access to SRHR information and services,
- Changing social norms (challenging stigma, discrimination, attitudes and practices that impact on young people's SRHR).
- Strengthen the SRHR network

As a part of this programme, 12 youth researchers were selected from the districts of Jinja, Mayuge, Pallisa, Butaleja and Buyende. These researchers conducted a qualitative youth led research in their communities generating raw data that was analysed and a draft consolidated report for the five districts and research briefs for each of the districts produced.

2. Scope of Work

The next stage, is to **hire a consultant to write a qualitative research report** in consultation with AfriYAN/Restless Development before the validation and dissemination targeting policy makers at the district level in their respective districts. This dissemination is to be led by AfriYAN member organizations.

Therefore the hired consultant will be responsible for the following deliverables;

- (i) Review the collected raw data by the youth researchers
- (ii) Develop a report using the raw data provided
- (iii) Develop Research briefs from the rewritten report
- (iv) Deliver the report within 14 days after commencement of this consultancy

Throughout the consultancy, RAHU/AfriYAN and where necessary Restless Development, will support the consultant with the following;

1. Provide the necessary logistics to the consultant
2. Link the consultant with the youth researchers if necessary
3. Provide all necessary materials for the report and research briefs review process
4. Give guidance to consultant during the process

3. Duration

These Terms of Reference will be effective after hiring the consultant and will last for a maximum of 10 days from the time of signing the contract.

4. Deliverables/End Product(s):

Activity	Deliverable	Estimated timeframe
Review of the collected raw qualitative data	Understanding of the collected data from the 5 districts	2 working days
Submit Draft Report on the collected qualitative data	Written draft qualitative Draft on the collected data	5 working days
Submit Final Report on the research	Final Report endorsed by AfriYAN and Restless Development	3 working days

5. Payments

This consultancy will cost **five million shillings only** (5,000,000 UGX). 70% of this payment will be provided the consultancy commences and the remaining 30% upon delivery of the final approved report.

4. General Provisions:

- A. All work shall be completed in a professional manner, and according to the applicable laws of the republic of Uganda.
- B. To the extent required by law, all work shall be performed by both parties believed to be duly licensed and authorized by law to perform the work anywhere in Uganda.
- C. In the event the consultant party fails to deliver work due hereunder, the contractor may cease work without breaching any pending payment or resolution of dispute.
- D. In relation to the above however, afriYAN Uganda shall not be liable for any delay due to circumstance beyond its control.
- E. With the existence of these terms of reference, both parties are independent parties and not extension of the other.
- F. Neither the Contractor nor the Consultant party may assign these terms of reference to another party without prior written consent from the non-assigning party.
- G. The headings of the sections herein are for convenience only, and shall not affect the meaning of the provisions of this Agreement.

5. Required and Desirable Competencies:

Technical

- Demonstrates 5-10 years experience in developing successful database-driven youth led research analysis specifically Sexual Reproductive Health and Rights at National and regional/local level

Additional

- Quality Assurance of all work streams, this includes monitoring software and reporting documents. Ensuring all outputs are of a consistently high quality and pay attention to detail.
- Highly organized and autonomous, able to multi-task and prioritize workload when necessary.
- Excellent writing and documentation skills, demonstrating high levels of attention to detail.
- Works well in a multicultural team and has a strong work ethic: strives to deliver high-quality, error-free deliverables potentially targeting different types of users e.g. senior management, fundraising specialists and database managers.

6. Location:

The Consultant will work from own facilities and report to the AfriYAN coordinating entity based at Reach A Hand Uganda, based in Kampala.

7. To Apply:

Interested applicants should submit their letter of motivation including testimonials/degrees/certificates to info@reachahand.org indicating AfriYAN Consultant in the subject of the email.

The deadline for applications is Saturday November 24th, 2018