

Right To Play

Terms of Reference

Content development and training for Menstrual Health and Hygiene Resource Package

Type of Contract:	Independent Consultancy (Individual or Firm)
Department:	Global Program Development Unit
Language:	English mandatory; French is strongly desired
Closing Date:	June 23 2022
Estimated Start Date:	July 15 2022
Location:	Flexible (Remoted Desk Based), with travel to Burundi

1. BACKGROUND

Right To Play is a global organisation that protects, educates and empowers children to rise above adversity using play. By harnessing play, one of the most powerful and fundamental forces in a child’s life, we helped 2.3 million children last year to stay in school and out of work, to prevent life-threatening diseases like HIV and malaria and to stay safe from exploitation and abuse. We are the only global development organization focused exclusively on using play to transform the lives of children and youth impacted by poverty, war, disease and inequality.

Established in 2000, Right To Play reaches children through experiential programming in 15 countries in Africa, Asia, the Middle East, and North America. These programs are supported by our headquarters in Toronto, Canada; London, UK and eight national offices across Europe (Germany, The Netherlands, Norway, Sweden, Switzerland, UK) and North America (Canada, US).

Research has established that play is integral to healthy child development. Play is how children naturally learn, develop and have wellbeing. Our programs are grounded in our holistic child development framework which includes four domains of child development: (i) physical well-being, (ii) cognitive functioning, (iii) social and emotional learning, and (iv) language, literacy and numeracy. Our approach to play-based learning (PBL) is underpinned by the continuum of play, and holistic and developmentally appropriate, child and youth centered pedagogy.

Right To Play’s programs advance girls’ empowerment and gender equality by championing girls’ voice and their rights to equality, education, dignity and safety. Teachers, parents and community members are engaged on gender equality, supporting them to reduce harmful gender norms and barriers to girls’ education and empowerment at home, in school and in their communities. Programs operate in both development and humanitarian settings and in partnership with communities and government partners.

My Education, My Future: Supporting Burundian Refugee Girls’ Education (MEMF) is a four-year, \$6.9 million, gender-responsive education project for girls affected by the Burundian refugee crisis in Burundi and Tanzania. This initiative is being implemented by Right To Play International, in partnership with the Norwegian Refugee Council (in Tanzania). The project is contributing to the

ultimate outcome of improved learning outcomes for girls, including girls with disabilities, affected by the Burundian crisis living in refugee camps in Tanzania and repatriated communities in Burundi. This will be achieved by i) increasing access to inclusive, gender-responsive and safe play-based education for girls, including girls with disabilities; and ii) improving provision of inclusive, gender-responsive and safe PBL for girls, including girls with disabilities. The project leverages RTP's gender-responsive play-based learning (GRPBL) methodology and NRC's experience and expertise in conflict-sensitive education to create an innovative approach to reducing barriers to education and building resilience among refugee and returnee girls, including girls with disabilities, on both sides of the border. The project works with a cross-border population, offering support and services for refugees and returnees, including girls and their families who may cross borders, supporting, in particular, the provision of quality education.

To improve learning outcomes for girls, including girls with disabilities, affected by the Burundian crisis, MEMF aims to increase access to and improve provision of safe, inclusive and gender responsive play based education for girls. Key interventions to advance these outcomes include addressing gender-related barriers to girls' education, including sexual and reproductive health and rights (SRHR) related barriers. MEMF works with junior leaders and girls' clubs to provided capacity building and support on priority SRHR issues, with a focus on puberty and development and menstrual health and hygiene (MHH). MEMF also engages with school stakeholders, including school management, and community members to build support for addressing gender barriers to girls' education, such as MHH.

Right to Play has been in operation in Tanzania since 2001 and Burundi since 2008.

2. OVERALL OBJECTIVE OF THE CONSULTANCY

- 2.1. To develop an evidence-based, context appropriate, resource package to support the delivery of MHH education as part of MEMF's girls' club model. The package will include:
 - 2.1.1. Master Trainers Guide for Right To Play Staff – Inclusive of content to support Right To Play staff to train girls' club facilitators on MHH education package. The Master Trainers Manual should complement the Facilitators Training Manual (2.1.2. below) and include additional content to support RTP staff to be able to effectively train and mentor girls' club facilitators (coaches and matrons).
 - 2.1.2. Facilitators Training Manual – Content for the Girls' Club Facilitators to lead MHH sessions with girls. GRPBL approaches will be integrated. Content is expected to included topics on a) puberty and development, b) menstrual health and hygiene, c) menstrual hygiene management including guidance on making reusable pads and safe disposal of sanitary materials, d) community engagement.
 - 2.1.3. Activity Book for Participants – Resource book to support girls learning during girls' club MHH education sessions.
- 2.2. To develop training content and lead a training of trainers and validation workshop on the resource pack for the Right To Play Burundi team.
- 2.3. Refine package based on feedback during the in-country workshop and provide general recommendations on contextualization and adaptation of resources for future use.

3. METHODOLOGY

- 3.1. The development of the resource package will be informed by Right To Play's approach to instructional design and our play-based methodology, by best practices in MHH education and by needs at the country level as articulated by country teams and project stakeholders.

- 3.2. The resource package will leverage and adapt existing Right To Play Menstrual Hygiene Management resources (developed for the Ghana Country Program and as part of Right To Play's Global Continuum of Teacher Training package), as well as existing Government of Burundi materials and guidelines and other open source evidence based materials, as appropriate.
- 3.3. All material shall be produced in English and should be simple in expression (jargon free) for it to be later translated. The consultant will submit an electronic version of the resource package by the agreed deadline. The final resource package will be fully formatted and copy edited with all graphics required included.
- 3.4. The consultant will support piloting of the resource pack with one week of travel to Burundi to deliver the training to Right To Play country office staff, as COVID-19 safety and security allows.
- 3.5. Right To Play will be responsible for coordinating and supporting the exercise, in partnership with relevant Right To Play country offices. The consultant will keep the organisation up to date throughout the project delivery and agree on changes to the methodology where appropriate.
- 3.6. The consultant is requested to propose their own methodology and/or approach for how they will complete all the key outputs with Right To Play.

All material developed for this consultancy must integrate gender, age and ability responsive considerations, and child participation through play-based methods.

4. ANTICIPATED ACTIVITIES

- 4.1. Develop a detailed inception report with a work plan, outlining the methodology for each deliverable. The work plan must include estimated timeframe for each deliverable. The methodology and timeframe will be shared and agreed upon with Right To Play before the commencement of work.
- 4.2. Participate in the initial briefings with Right To Play to ensure that the consultant is clear on the expectations of the project deliverables.
- 4.3. Orientation to Right To Play methodology and programmatic approach including a review of relevant training resources and documents and Right to Play's existing MHH resources.
- 4.4. Conduct a document review and consultations with Country Office staff in both Burundi and Tanzania to ensure applicability and relevance of resource package content.
- 4.5. Timely submission of draft components to Right To Play for review and integrating discussion and input from the team through debrief before final completion.
- 4.6. Delivery of training in Burundi and refining resource package based on outcomes of training workshop.
- 4.7. Final report with training workshop outcomes and recommendations.

5. DELIVERABLES

The consultant will submit the following deliverables:

- 5.1. Draft of resource package suitable for piloting (see details in above objectives), including:
 - Master Trainers Guide
 - Facilitators Training Manual
 - Girls' Resource Book
- 5.2. Training material (e.g frameworks, slides, sessions plans) for the training of trainers.
- 5.3. Lead training in Burundi with country office staff (estimated three day training).
- 5.4. Final version of the resource package integrating pilot results.
- 5.5. Final report outlining training outcomes, key learnings and recommendations for future use and adaptations of resource package.

All materials and deliverables developed for this consultancy will be the intellectual property of Right To Play.

6. TIME FRAME

The consultant is expected to start as soon as possible following the completion of recruitment, with an anticipated start date of July 15, 2022. The contract duration is projected for three (3) months.

7. REPORTING LINE AND LOGISTICS

- 7.1. The consultant shall work under the supervision of the Right To Play Global Technical Lead – Health and Gender Equality.
- 7.2. Members of the Global Program Development team will have an advisory role in finalising the project resources.
- 7.3. The consultant(s) and the relevant Right To Play project team will meet as per agreed timings at various stages of the project.

8. SKILLS AND EXPERIENCES

Required experience of the consultant(s) are:

- Master's degree or equivalent in a specialization related to global public health, with a focus on adolescent health and SRHR.
- Background developing training materials, toolkits, and guidance materials on adolescent SRHR and MHH.
- Demonstrated ability to integrated gender and inclusion considerations in material design.
- Practical experience leading staff capacity-building efforts in international settings, experience in Burundi, Tanzania and humanitarian settings preferred.

Required competencies of the consultant are:

- Strong knowledge of adolescent SRHR programming models, including best practice in MHH.
- Strong knowledge of play-based methodologies for children and adults and experience working with children and youth in development and humanitarian settings.
- Sound understanding of East African context, with knowledge of Burundi and refugee camp settings in Tanzania preferred.
- Good understanding of gender equality issues in development programming, with a focus on education sector programming.

- Excellent spoken and written communication skills in English, French communication skills desirable.
- High level of inter-personal and cross-cultural skills.
- Excellent planning, organization and time management skills.

9. HOW TO APPLY

Interested consultants are requested to submit:

- A CV.
- Cover letter that clearly articulates why you are well positioned to undertake this scope of work, proposed methodology, work schedule and level of effort (in days) and timeframe.
- Sample of work that is relevant to the consultancy, including training material, resources or tool kits completed within the last 3 years (to be treated as confidential and only used for the purposes of quality assurance).
- Proposed budget that includes the daily rate and the total number of anticipated days, as well as all taxes liable to be paid.
- Two references, including one from your last client/employer.

10. APPLICATION PROCEDURE

- Please submit your application electronically to rpell@righttoplay.com. Any questions can also be directed to this e-mail.
- The closing date applications is 23 June 2022, midnight EST with an estimated start date of 15 July 2022.
- The shortlisted 3-4 candidates may be invited to submit modifications.
- We are committed to ensuring diversity and gender equality within our organization. All underrepresented qualified groups are highly recommended to apply.

11. CONFIDENTIALITY OF INFORMATION

11.1. All documents and data collected will be treated as confidential and used solely to facilitate analysis.

11.2. Where necessary, the respondents will not be quoted in the reports without their permission.

11.3. All those contracted by Right To Play must agree to sign and abide by the Child Protection Policy and Code of conduct as well as property rights policies.