



TERMS OF REFERENCE FOR DEVELOPING YOUTH MAINSTREAMING POLICY

J-FLAG is seeking to contract the services of a Consultant to develop a Youth Mainstreaming Policy to ensure young people and their issues and experiences are reflected in the advocacy and programmatic activities and interventions of the organisation.

Background and Context

J-FLAG is the foremost organisation advocating for, and working to improve the human rights situation of lesbian, gay, bisexual and transgender (LGBT) persons in Jamaica. The organisation promotes social change by empowering the LGBT community and building tolerance for, and acceptance of LGBT people to increase tolerance and create the foundation for policy and legislative reform.

J-FLAG recognises that young people have distinctive needs, problems, concerns and expectations, and that it is therefore pertinent that we meaningfully engage with young people around their rights and responsibilities, especially as it relates to the acute impact of LGBT intolerance and homophobia on their lives.

The organisation fundamentally appreciates and respects the rights of young people to participate in decision-making. We endeavour to prepare young people to play an active role in their own development, especially as it relates to LGBT rights advocacy and the goal of making Jamaica a safe, cohesive, and just society for all Jamaicans to live, work, do business and raise families.

The organisation seeks to ensure it does not perpetuate and/or reinforce the marginalisation of young people, and to instead meaningfully engage youth to maximize the positive impact of policies and programmes on their livelihoods. Consequently, we intend to invest in, and facilitate the empowerment of young people to hone their knowledge, skills, and ideas that will enable them to make practical contributions to LGBT advocacy and the organisation's overall development.

Scope of the Youth Mainstreaming Policy

J-FLAG is contracting the services of a consultant to develop the *Youth Mainstreaming Policy*. The policy should aim to do the following.

1. Promote and increase the active participation of youth in all stages of programme



design, implementation and evaluation

2. Ensure youth sensitive approaches in the organisation's bid to tackle intolerance and to improve the human rights situation of lesbian, gay, bisexual and transgender (LGBT) persons in Jamaica
3. Recognise the implications for youth in the organisation's programmes and activities in order to maximize the positive impact on young people
4. Support the inclusion of LGBT youth in decision making within the organisation and at the national level
5. Encourage equal opportunities for young people in the organisation's recruitment and employment efforts

The resulting Youth Mainstreaming Policy will be adopted and used at an organizational level to ensure

- that young people and youth issues are taken into consideration for all programmatic interventions and activities;
- that young people form part of decision making processes within the organisation;
- that the opportunities the organisation provide for learning, personal development and employment are cognisant of the importance of youth development;
- that there is a safe, supportive and welcoming environment for young people within the organisation, whether as staff, clients or beneficiaries of our programmes.

Required Competencies

- ✓ A BSc. in Public Policy, Youth Development, Human Resource Management, Law, Social Development or related Social Science field
- ✓ Minimum one year's experience in developing policies, manuals, protocols and guides for the workplace
- ✓ Specific experience in conducting desk research related to human rights and gender and sexual minorities
- ✓ Specific experience working with young people within a development framework
- ✓ A strong commitment to delivering timely and high-quality results, and comprehensive reporting
- ✓ Good written and oral communication skills including the ability to communicate with various stakeholders and the ability to concisely and clearly express ideas and concepts

Key Deliverables & Timeframe

The consultancy will last for a total of ten (10) days. The following deliverables are expected.



- A discussion paper on the necessity and the proposed implementation of the Youth Mainstreaming Policy
- A draft policy which includes a framework for translating the policy into action to be discussed with staff and additional stakeholders
- A finalized policy following consultations

Expression of Interest

Interested individuals should submit the following documents.

- Curriculum vitae outlining specific and relevant experience
- A sample of a policy, protocol or guide previously developed
- A detailed plan outlining proposed activities and outcomes
- Details of the expected budget to undertake the consultancy

Applicants who do not submit all required supporting documents will not be considered for the consultancy.

Priority will be given to qualified young people below 29 years. All applications will be treated with the strictest confidence.

ALL APPLICATIONS MUST BE SUBMITTED TO JOBSATTHEFORUM@GMAIL.COM BY 3PM ON OCTOBER 23, 2015.

For further information contact Karen Lloyd at 787-2934.