



**Consultancy to Develop and Implement
a Positive Parenting Training Program
Sint Maarten
Terms of Reference**

Deadline for proposals: June 30 2021

Project Title	Consultancy to Develop and Implement a Positive Parenting Training Program
Location of Assignment	Sint Maarten (Dutch side) / remote
Language (s) Required	English
Duration of Contract	Four (4) months
Deadline for Submission of Technical and Financial Proposal	June 30, 2021
Expected date of commencement of the assignment	September 1, 2021
More information	www.unicef.nl/procurement

1. BACKGROUND AND RATIONALE

On September 6, 2017, Hurricane Irma devastated the island of Sint Maarten, negatively impacting the island's economic and physical infrastructure, and posing significant safety, livelihoods, health and wellbeing challenges for the population and Government of Sint Maarten. Among the immediate challenges of the post-disaster landscape was the need to mitigate the hurricane's impact on child safety, wellbeing and psychosocial support systems and services.

In the aftermath of the hurricane, UNICEF the Netherlands (UNICEF-NL) supported the government of Sint Maarten, particularly on school safety, psychosocial support and child protection services. Building on the successful outcomes of the previous project, a follow-up project is currently being implemented in collaboration with the Government of Sint Maarten, UNICEF-NL and the Trust Fund for Sint Maarten that is administered by the World Bank: www.unicef.nl/trustfundsintmaarten.

Through this new project, UNICEF aims to support the government of Sint Maarten to strengthen education and child protection systems to address and respond to the needs of children and adolescents resulting from natural disasters and external shocks. Overall the project aims to:

1. Support teachers to deal with their own crisis-related needs while also improving their ability to detect needs and provide psychosocial support to children.
2. Increase children and adolescents' ability to cope better with shocks by providing life skills training and promoting the development of safe spaces and environments at the school and family level.
3. Strengthen the Child protection referral and case management system and support the development of a child Protection Information System.
4. Strengthen professionals' knowledge, such as teachers, social workers, health care personnel, on child protection.
5. Strengthen coordination for disaster risk management at the education system and school levels to better prepare and respond to natural hazards and protect children's safety during emergencies.

A critical component of this project is the development of a Positive Parenting Support Program (PPSP). The PPSP should facilitate the empowerment of parents/caregivers to support the psychosocial needs of their children. The PPSP will also equip parents/caregivers with the relevant tools to positively impact their well-being as caregivers. The PPSP espouses a comprehensive, gender-sensitive and strengths-based approach to parenting, as a key strategy to enhance inter-generational partnerships, facilitate the existence of safe and peaceful environments for children and adolescents, prevent and mitigate family violence and promote positive gender socialization. The Positive Parenting Support Program is also a key component of a broader strategy to effect behavior and social change, enhance the navigational capacities and competence of duty bearers to effectively execute their obligations under the laws of Sint Maarten and the United Nations Convention on the Rights of

Child (1989)¹.

2. PURPOSE

UNICEF-NL seeks to engage the services of a suitably qualified consultant or consulting firm with relevant technical expertise in developing and implementing positive parenting training programs, preferably in a multi-cultural setting and context. The suitable individual or firm must demonstrate the capacity to develop child-focused, gender-sensitive, rights-based, country-specific educational, learning tools and materials to support a modern, sustainable, culturally relevant and fit-for-purpose positive parenting program in Sint Maarten.

3. SCOPE OF WORK

The assignment will be undertaken under UNICEF-NL supervision and in close collaboration with the Government of Sint Maarten through the Ministry of Education, Culture, Youth and Sports (MECYS) and other relevant stakeholders. The scope of work will include the following three core components:

1. Conduct a **formative assessment** of parenting practices and parenting support programs in Sint Maarten. This formative assessment can take the form of:
 - a. **desk review and mapping** of relevant literature including academic studies, technical and evaluation reports, on child development, particularly in the areas of child protection, parenting strategy and parenting support initiatives in Sint Maarten, other member countries of the Kingdom and the wider Caribbean. The main purpose of this desk review and mapping exercise is to assess current parenting support trends and best practices.
 - b. **key informant interviews and focus group interviews/discussions**

¹ <https://www.unicef.org/child-rights-convention>

with parents, parenting practitioners and pertinent stakeholders to determine parents' needs from various socio-economic backgrounds.

2. This formative assessment should inform the development of child-focused, gender-sensitive, rights-based, country-specific educational, **learning methodology, learning tools and materials** to support a modern, culturally relevant and fit-for-purpose positive parenting program in Sint Maarten. The program design, learning methodology, tools and educational materials shall be open-source, enabling unfettered access and sustainable use by the Ministry of Education, Culture, Youth and Sports(MECYS) and other stakeholders.
3. Conduct **training and capacity building** and deliver a **framework for monitoring** and evaluation of results.

4. Project deliverables and Payment schedule

Drawing on the findings of the assessment, the consultant is required to:

Deliverables	Delivery date	Payment
Produce a comprehensive situational analysis report on current parenting practices including analysis of parenting styles, strengths, and determine the needs of both fathers and mothers of various socio-economic backgrounds. The analysis shall also cover the availability and accessibility of existing parenting support programmes in Sint Maarten and the target groups they are reaching. The research methodology could include desk research and interviews,	6 weeks after contract start date	20%

<p>facilitated and supported by UNICEF NL and the Government of Sint Maarten. Deliver a mapping (in Excel or other acceptable formats) and a 10-20 page analytical report with triangulated conclusions and recommendations towards the promotion of positive parenting knowledge and practice on Sint Maarten aimed at violence prevention and positive gender norms. Present the findings and recommendations to key stakeholders on Sint Maarten for feedback and validation.</p>		
<p>Develop a positive parenting support programme that incorporates a variety of interventions, consistent with the diverse needs of parents and international best practice. The programme shall differentiate between the parenting needs of parents with children of various age ranges, (including early and middle childhood and adolescence) and shall address the topics parents are faced with and include at least: child developmental stages; evidence-based parenting techniques (e.g. positive reinforcement, communication and active listening; responsive stimulation; parental stress management; non-violent disciplining); gender equality; parenting children with special needs, children’s technology use (including online safety); reproductive health rights and gender-based violence. A more detailed list should be developed in consultation with relevant stakeholders. Present a draft programme outline to key stakeholders on Sint Maarten for feedback and validation.</p>	<p>10 weeks after contract start date</p>	<p>20%</p>
<p>Develop user-friendly training materials (including, for example, a facilitator’s manual, implementation guide, links to background literature, handouts, learning goals,</p>	<p>12 -14 weeks after contract start date</p>	<p>20%</p>

<p>learning method, key messages for parents, practical examples and cases) and learning resources to conduct positive parenting training programmes for practitioners in Sint Maarten. These learning resources should include brochures, posters and other appropriate learning tools to create and enhance public awareness. Graphic design can be outsourced through UNICEF NL if needed.</p> <p>The design of the training and learning resources must be of a high standard, consistent with current international best practice, culturally relevant, drawing from knowledge and practice on Sint Maarten and in the Caribbean region, and must include interactive learning opportunities.</p>		
<p>In consultation with relevant stakeholders, develop a comprehensive training plan for parenting practitioners on Sint Maarten.</p> <p>Conduct training for approximately 100 professionals to enhance their capacity to support parents and contribute to the implementation of parenting support programmes in Sint Maarten.</p> <p>Conduct a certified Training of Trainers workshop for at least 20 selected participants.</p>	<p>Depending on the availability of stakeholders and target groups</p>	<p>20%</p>
<p>Develop a monitoring and evaluation framework for the evaluation of the training plan and assessment of learning outcomes. Include pre-and post-training questionnaires.</p> <p>Conduct an evaluation and submit an evaluation report on</p>	<p>Depending on training completion</p>	<p>10%</p>

<p>the training for facilitators. The report shall include common evaluation criteria such as relevance, effectiveness, sustainability and provide recommendations for continued implementation of positive parenting programmes, including realistic modalities of implementation on Sint Maarten and budgetary requirements to promote positive parenting on a national scale. Develop a revised version of the PPSP based on the evaluation findings.</p>		
<p>Develop a compendium of social, sporting and cultural activities which will be used to promote positive intergenerational partnerships among families in Sint Maarten. These activities must be designed to incorporate the core principles of the Convention on the Rights of the Child, especially, the principles regarding active participation, and the safety and security of children.</p>	<p>Within the contract end date.</p>	<p>10%</p>
<p>Total</p>		<p>100%</p>

The work shall take place in 2021.

5. QUALIFICATIONS AND COMPETENCIES REQUIRED FOR COMPLETION OF THE ASSIGNMENT

The consultant or consulting team shall possess the requisite expertise and skills to conduct the tasks as per the Terms of Reference. The required qualifications and competencies of the consultant or consulting team should include:

- At least 10 years of relevant professional experience in developing and implementing similar programs, preferably in the areas of positive parenting, child rights policy, child and adolescent psychology and family wellbeing.
- Comprehensive knowledge of Caribbean parenting practices and the provision of parenting support in the Caribbean.
- Demonstrated experience as a training facilitator, preferably with parenting

practitioners.

- Demonstrated ability to produce high-quality documents, reports and training materials.
- Demonstrated experience of working collaboratively with government institutions, CSOs and international development agencies.
- Demonstrated experience in research design and development of monitoring and evaluation frameworks.

6. REQUIREMENTS FOR SUBMISSION OF PROPOSAL

The technical proposal, in PDF in a separate email, must include the following:

- Concept note outlining the overall approach to the assignment (max. 2 pages)
- Outline of formative research methodology, including target groups and data collection tools (max. 1 page)
- Outline of methodology for the development of training and training materials (max.1 page)
- Work plan including key milestones and timeline of main activities
- An organizational portfolio highlighting similar or relevant assignments.
- Profile and CVs of all team members.

The financial proposal, in PDF in a separate email, should include the following:

- Financial offer and detailed budget based on the tasks and deliverables described above. COVID-19 measures determine the extent to which travel to Sint Maarten is possible. Include estimated travel and accommodation costs as a separate budget line. UNICEF NL shall cover the costs for workshops on Sint Maarten directly.

7. EVALUATION CRITERIA

- Concept note and approach show understanding of local Sint Maarten context and rely on evidence-based methods (15 points)

- Clear vision and methodology for formative assessment and training and training material development (15 points)
- The work plan includes clear timelines and milestones (15 points)
- Organization portfolio and profile of team (25 points)
- Competitive price (30 points)

8. ETHICAL AND OTHER CONSIDERATIONS

- The selected consultancy company will be expected to abide by UNICEF's ethical research standards.
- The selected consultancy company will be expected to adhere to UNICEF-NL's Code of Conduct and Child Safeguarding Policy.
- The selected consultancy company will be expected to adhere to the anti-fraud and corruption policies of both UNICEF-NL and World Bank.
- UNICEF-NL and the Government of Sint Maarten will hold the copyright to any materials created throughout this assignment. All material must be reviewed and approved by UNICEF-NL and the Government of Sint Maarten before publication/broadcast. Use of the Government of Sint Maarten and UNICEF-NL's logo must be in keeping with relevant protocols and branding guidelines.

9. HOW TO APPLY

Interested and suitable parties are invited to submit a separate technical proposal and a separate financial proposal, in PDF format, in two different emails. Each proposal must include a signed declaration confirming that the consultant (s) are eligible to undertake the assignment following the Terms of Reference (ToR) and agree to abide by relevant child protection laws, conventions, protocols and policies. Proposals must be submitted on or before **16:00 Eastern Standard time, June 30 2021**, to the following email address: parentingtender@unicef.nl. For more information: www.unicef.nl/procurement.