**Terms of Reference (ToR)**

**Consultancy for Labor Market Assessment**

**Type of Contract:** Consultancy

**Based in:** Lebanon

**Period:** One month (23 working days)

**Application Deadline:** February 29th, 2024

1. **BACKGROUND**

**Asmae-AssociationSoeur Emmanuelle** ("Asmae") is a French international NGO and registered charity, that specializes in the education and protection of vulnerable children. Independent, secular, and apolitical, it is open to all. Founded in 1980 by Sister Emmanuelle, based on her experience with rag pickers in the slums of Cairo, Asmae continues its actions in line with the values and methods inherited from its founder: listening and proximity, pragmatism, taking account of differences, professionalism, and reciprocity. Asmae's actions aim to support vulnerable children and their families through personalized and continuing support for local actors working in the fields of education and child protection.

**Nabaa** is a non-political, non-profit Lebanese organization that works with Palestinian and Lebanese communities. It aims to create an environment in which children and young people can develop and live in harmony, regardless of their religion, sex, and nationality. They work to empower local communities and enable their members to uphold their rights and to build a better future for themselves.

1. **Project Description**

Project Location: Ain El Helwe and its surrounding areas, Naher El Bared camp and its surrounding areas.

Country: Lebanon

Project duration: 36 months

Start Date: January 1st, 2024

End Date: December 31st, 2026

*The overall objective is to:* **Empower 120 youth (14-25 years) through skills development, professional integration and protection services in South and North Lebanon for 3 years.**

*The four specific objectives are:*

**OS 1: To Promote access to high-quality training and professional integration programmes**.

**OS2: Protection systems and responsible actors contribute to greater protection and inclusion of youth.**

**OS3: 60 accompanied youth involved in youth issues.**

**OS4: To Promote the sustainability of actions.**

1. **OVERVIEW AND OBJECTIVES**

Vulnerable youth often have limited access and awareness of safe and decent employment opportunities which can further hinder their ability to set long-term goals and meet their psychosocial and economic needs. To better support young people to identify and access these opportunities, Asmae and Nabaa aim to provide additional guidance and support by conducting a **labor market assessment (LMA)** aspart of the project implemented by Asmae in partnership with Nabaa.

The LMA will be conducted to understand the demand side of Ain EL Helwe and Naher El Bared labor market and youth aspiration for life and career respectively for young women and young men, the findings of the study will lead to better knowing of the sector of employment for youth and to include in the VT curriculum the necessary training for getting the skills and knowledge required by the labor market, as well as the aspiration of the youth

This LMA, in addition to creating linkages with key stakeholders and market actors, will provide the youth with an understanding of labor market demands for skills needed in the market, both technical and transferable.

Results of the LMA will be shared with Vocational Training Providers (VTPs) and employment agencies openly to inform their services are demand-driven also across the humanitarian actors.

1. **Methodology**

The first part of the study will explore the labor market by visiting selected hiring entities, stakeholders, potential employers, SMEs, and other industries, the number of entities to be selected in each area will be agreed upon between Asmae and the consultancy firm.

The following highlights the expectations from this section of the study:

1. Identify potential employers in the study areas.
2. Assess the labor market demand and skills requirements
3. Provide detailed analysis in the study area taking into consideration the gender sensitivity and gender policies (Is the sector/company, etc. more “male” or “female” (in terms of social perception as well as objectively, in terms of the number of male / female staff)? If it is a male/female sector, what’s the situation of staff from the opposite sex (not only in salary or type of contract but also in terms of working conditions and environment)? Is there anything set up for child care? What’s the policy for working from home? What’s the policy for maternity leave? And paternity leave? If there are many more female staff or male staff, what does explain this situation? Is there any policy/measures set up by the employer to promote more balance/ mix? Do we anticipate any issues in the recruitment process (female candidates not being recruited in a male sector, etc.)? What are the perceptions of female/male applicants, and staff by the employer? Are there any policies to fight against any discrimination in the company? To prevent and respond to GBV?)
4. Identify possible job creation sectors in each area.
5. identify the average wage scales and type of contact provided by each sector, and have there any differences between men’s and women’s average scales? If so, how can this be explained?
6. Identify workers and skills in high demand by the industry, and what the opportunity of creating employment for young women, young men displaced people, and people with disabilities, to ensure inclusive and accessible job creation
7. The study should highlight the accessibility of all types of disabilities in the job areas targeted.
8. The study should include a map of the geographical areas of targeted SMEs, employers, etc.

The second part of the study focuses on youth aspiration, under this part the following deliverables are expected:

1. Perception, challenges, and opportunities for unemployed young men and young women, this analysis should be **gender-age-disability** disaggregated during FGDs.
2. Characterization and mapping of young women’s and men’s aspirations, and challenges in getting employed by gender, disability level, nationality, and age range.
3. Assess barriers of employment, skills and knowledge, financial situation, social network, discouraging and encouraging factors for employment respectively for young women and young men (lack of startup capital, lack of skills required, lack of training opportunities, legal framework, policies, soft skills, access to market, subcarriers/norms, child marriage, early parenting, …)
4. Highlight how the challenges differ among different youth, women, men, girls, boys, PwD, refugees, and host communities.
5. Assess the labor market conditions for young women, young men, women, people with disabilities, refugees, and the current level of barriers to employment in the host community.
6. Identify the needs of young women and young men to start sustainable profitable jobs

Finally, the assignment will provide comprehensive recommendations, including recommendations to deal with gender stakes that have been identified based on the findings of the Labor Market Assessment from the industries side and the young women’s and young men’s aspirations assessment from randomly selected unemployed young women and young men. The findings will be used to guide the program operations. To identify the skills in high demand from the demand side, and preferred by young men and young women to diversify the vocational training in areas where the intervention brings higher impact, and propose the intervention to meet to demand challenges in the employment landscape considering gender sensitivity.

1. **Tasks and expected deliverables**

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| **Deliverable** | **Timeline** |
| Kick-off meeting with Asmae and Nabaa to establish an understanding of the scope of the assignment | 1 day |
| Inception report including detailed planned study | 3 days |
| Design of assessment methodology and tools for data collection | 3 days |
| Data collection including meetings with stakeholders and providing updates to Asmae FP | 5 days |
| Data analysis and draft preliminary report with recommendation | 5 days |
| Meeting/workshop to present recommendations and validation of inputs | 1 day |
| Draft final report including with decent design including graphs, photographs and notes where needed | 3 days |
| A second version of final report after HQ revision | 1 day |
| Prepare a summary report to be established among relevant stakeholders | 1 day |

1. **Qualifications**

This is a freelance post for individuals or companies with the below minimum requirements:

* hold a degree in business, social sciences, or any other related field;
* Minimum of 5 years in local community development work;
* Minimum of 5 years in design research;
* Proven track record of successful work in a similar field;
* Experience working with youth, livelihoods and gender programming, and disability is preferable
* Professionalism in dealing with a wide range of possible stakeholders;
* Understanding of Cultural sensitivities especially among refugees taking into consideration gender sensitivity and disability issues
* Fluency in Arabic and English language skills: Written skills - reporting writing.
* Adherence to deadlines;

1. **SUBMISSION AND SELECTION CRITERIA**

Interested candidates should send the following detailed documents to [hoda.daou@asmae.fr](mailto:hoda.daou@asmae.fr) with the subject line (**Offer for LMA**) no later than 29th of February 2024

The submitted application has to contain technical and financial offers as follows;

1. Technical offer including;

* Both the portfolio and CV are required to prove the standard of quality and experience of the individual consultant/firm’s previous work.
* Detailed time-framed work plan

1. **Financial offer including;**

* Detailed budget (Max of 5000 Euro) including daily fee and breakdown of expenses.

\*The financial offer should be in gross amount including all taxes.

Applications received after the deadline and/or incomplete applications will be disregarded.