

## **Terms of Reference for a Consultancy to Review and Develop a Women and Young People’s Leadership Training Programme on SRHR for RHU**

### **1. Background**

Reproductive Health Uganda (RHU), in collaboration with its partners, aims to strengthen the leadership capacity of women and young people to meaningfully engage in Sexual and Reproductive Health and Rights (SRHR) service delivery, advocacy, programming, and accountability processes. Existing SRHR leadership initiatives require a more comprehensive, gender-transformative, inclusive, and context-specific training package that addresses intersectional barriers faced by adolescent girls and young women, youth, and young persons with disabilities.

RHU seeks the services of a qualified consultant to review existing leadership models and design a comprehensive Women and Young People’s SRHR Leadership Training Programme, including a curriculum, facilitator manual, participant handbook, and accompanying training and mentoring tools.

### **2. Purpose of the Assignment**

To develop a comprehensive, gender-transformative, inclusive, and contextually appropriate Women and Young People’s Leadership Training Programme focused on addressing critical SRHR needs, and to produce a complete training package and materials for RHU and its partners.

### **3. Objectives of the Assignment**

The consultancy will aim to:

- a) Conduct a review of existing SRHR leadership development models, training resources, and best practices (RHU, national, regional, and global).

- b) Identify priority SRHR leadership capacity needs of women and young people (including young persons with disabilities, refugees, and other marginalized groups).
- c) Develop a complete SRHR leadership training programme, including:
- Curriculum and modules
  - Training methodologies and tools
  - Facilitator’s manual
  - Participant handbook
- d) Integrate a gender-transformative, youth-led, and inclusive approach throughout the programme content.
- e) Provide recommendations for rollout, mentorship, and sustainability, including monitoring and evaluation tools for training outcomes.

#### **4. Scope of Work / Tasks**

The consultant will carry out the following tasks:

<b>Task</b>	<b>Description</b>
Inception Phase	Review key RHU documents; hold inception meetings; and develop an inception report with a methodology and work plan.
Desk Review	Gather and analyze existing training packages, leadership frameworks, SRHR resources, gender/youth inclusion tools from RHU, IPPF, UN, AU, INGOs, and national sources.
Stakeholder Consultations	Conduct targeted consultations with RHU teams, youth leaders, women-led groups, PWD groups, CSOs, and relevant partners.
Training Programme Design	Develop a modular curriculum with facilitator guides, participatory methodologies, tools, case studies, and exercises.
Materials Development	Produce the following:
	· Facilitator Manual

	<ul style="list-style-type: none"> <li>· Participant Handbook</li> </ul>
	<ul style="list-style-type: none"> <li>· PowerPoint slides</li> </ul>
Training assessment tools (pre/post-tests, mentorship tools, peer learning tools)	<ul style="list-style-type: none"> <li>· Validation Workshop</li> <li>· Present the draft training package to RHU and key stakeholders for validation and refine based on feedback.</li> <li>· Finalization</li> <li>· Submit the final approved training package and a roadmap for rollout and capacity-building.</li> </ul>

## 5. Expected Deliverables

Deliverable	Timeline
Inception report with methodology and work plan	Within 1 week of contract signing
Training needs and desk review report	Week 2–3
Draft SRHR Leadership Training Programme and Materials	Week 4–6
Validation workshop and revised materials	Week 7
Final training package (soft and print-ready) including: Curriculum & modules, Facilitator Manual, Participant Handbook, PPT slides, exercises, tools, M&E tools, and rollout roadmap	Week 8

## 6. Duration of Assignment

The consultancy will run for 8 weeks from the date of contract signing, with a maximum duration of 30–40 working days.

## **7. Management and Coordination**

- The consultant will report to the Project Manager in close liaison with the Gender and Youth Manager or designated focal person.
- RHU will provide relevant documents, coordinate consultations, and convene validation meetings.

## **8. Required Qualifications and Experience**

The consultant/firm must have:

- Advanced degree in Public Health, Health Rights and the Law, Law, Gender Studies, Education, Social Sciences, Development Studies, or related field.
- Minimum of 7 years of experience in SRHR programming, youth leadership, gender equality, and capacity development.
- Proven experience in developing training curricula or leadership packages for youth and/or women.
- Demonstrated expertise in gender-transformative and inclusive approaches (including for PWDs).
- Strong facilitation and participatory training skills.
- Excellent writing, communication, and documentation skills.

### **Added Advantage:**

- Experience working with IPPF or similar SRHR organizations.
- Experience in the East and Horn of Africa context and humanitarian/refugee settings.

## **9. Ethical Considerations**

The consultant must follow RHU safeguarding policies, adhere to ethical standards in interacting with youth and marginalized groups, and ensure confidentiality of all information collected.

## 10. Payment Terms

Payment will be made in three tranches based on deliverables:

<b>Tranche</b>	<b>% Payment</b>	<b>Condition</b>
1st	30%	Upon submission and approval of the inception report
2nd	40%	Upon submission of the draft training programme and materials
3rd	30%	Upon approval of the final training package

## 11. Application Process

Interested consultants should submit:

1. Technical proposal (understanding of assignment, methodology, work plan).
2. Financial proposal (inclusive of all costs and taxes).
3. CV(s) of consultant(s) and relevant samples of similar work.
4. Contacts of three referees or previous clients.

Applications should be sent to: [rhu@rhu.or.ug](mailto:rhu@rhu.or.ug) and copy [slugoloobi@rhu.or.ug](mailto:slugoloobi@rhu.or.ug), [tkulumba@rhu.or.ug](mailto:tkulumba@rhu.or.ug) by 15<sup>th</sup> December 2025.