

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE- Capacity GAP Assessment of Community Radio Stations in The Gambia	
Hiring Office:	UNFPA The Gambia
Background and Purpose of consultancy:	<p>Community radios play a vital role in disseminating information, promoting dialogue, and empowering communities. In The Gambia, community radios face various challenges that hinder their effectiveness, including inadequate infrastructure, outdated equipment, and limited training opportunities for personnel. To address these challenges and enhance the capacity of community radios, there is a need to conduct a comprehensive capacity gap assessment. Consequently, The United Nations Population Fund the Gambia is seeking a qualified and experienced consultant to conduct a capacity gap assessment of community radio stations in The Gambia. The main objective of this consultancy is to conduct a capacity gap assessment of community radios in The Gambia, focusing on infrastructure, equipment, training needs, and personnel.</p> <p>Specific objectives include:</p> <ul style="list-style-type: none"> - Assessing the current infrastructure and equipment of community radios. - Identifying gaps in infrastructure and equipment that hinder the effective operation of community radios. - Assessing the training needs of personnel working in community radios. - Identifying capacity-building opportunities for personnel to enhance their skills and knowledge.
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>The consultant will be responsible for the following tasks:</p> <ul style="list-style-type: none"> - Reviewing existing literature and reports on community radios in The Gambia. - Conducting interviews and focus group discussions with personnel from all community radios. - Assessing the infrastructure and equipment of all community radios. - Identifying gaps in infrastructure and equipment. - Assessing the training needs of personnel. - Identifying capacity-building opportunities for personnel. - Assess the capacity of community radio stations to effectively communicate and engage with their target audiences. - Identify strengths, weaknesses, opportunities, and threats (SWOT analysis) of community radio stations in promoting UNFPA's thematic areas. - Evaluate the status, reach, and impact of community radio stations in The Gambia.

	<ul style="list-style-type: none"> - Provide recommendations for enhancing the role of community radio stations in advancing sexual and reproductive health, gender equality, and youth empowerment.
Duration and working schedule:	The duration for the consultancy will be a period of 14 working days.
Place where services are to be delivered:	The consultancy is onsite with field visits to make assessments and gather data and information relevant to the assessment report.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The consultant will be expected to deliver the following:</p> <ul style="list-style-type: none"> - An inception report outlining the methodology and work plan. - A draft report presenting the findings of the capacity gap assessment. - A final report incorporating feedback received on the draft report.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Direct monitoring and progress control will be ensured by UNFPA.
Supervisory arrangements:	The consultant will be supervised by Program Analyst Partnership and Advocacy and will work closely with the Program Analyst for Communication, under the overall guidance of the Country Representative
Expected travel	Consultant is expected to travel across the country to assess and conduct consultations with community radio managers, staff, and all relevant stakeholders.
Required expertise qualifications and competencies, including language requirements:	<p>The consultant should have the following qualifications:</p> <ul style="list-style-type: none"> - A minimum of 5 years of experience in conducting assessments related to media or communication. - Experience working with community radios or similar community-based media organizations. - Technical expertise in IT or Telecommunication Engineering - Strong analytical and report writing skills. - Excellent communication and interpersonal skills. -English language proficient

<p>Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>UNFPA GAMBIA will provide the consultant with all available documents and transportation for related travel in relation to this consultancy.</p>
<p>Other relevant information or special conditions if any</p>	<p>All interested applicants should submit the following.</p> <ol style="list-style-type: none"> 1. Letter of interest 2. CV highlight relevant qualifications and experience 3. Detailed technical and financial proposal
<p>Signature of Requesting Officer in Hiring Office: Mbasireh Saidybah</p> <p>Date: 05/13/2024</p>	