

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT TO DEVELOP THE POPULATION POLICY FOR LIBERIA

TERMS OF REFERENCE	
Hiring Office:	Liberia Country Office
Purpose of consultancy:	<p>Background</p> <p>Liberia has a population of 5.3 million people and an annual growth rate of 3%. Youth (0-34 yrs) constitutes 75%, while adolescents (10-19 yrs) account for 24.2% of the population. There is rapid urbanization (54.5% of the population lives in urban areas) fueled by internal migration, which puts strain on existing public services that have not expanded at the same pace as the growing urban population.</p> <p>Liberia's TFR is 4.2 with high childhood and maternal mortality (742 deaths per 100,000 live births). Youth unemployment is very high due to limited opportunities in the public and private sectors and the lack of market-relevant skills.</p> <p>Access to basic social services such as health care and education is either limited or characterized by high inequality. Although 70.3% of inhabitants have access to healthcare within one hour, there is high inequality between rural (49%) and urban (88%) households. Disparities in access to quality education, particularly between boys and girls, hinder progress towards the SDGs. While the primary school completion rate is 10 % for boys and 11% for girls, 41% of females and 30% of males aged six and older have no formal education, while 42% of girls and 46% of complete lower secondary education.</p> <p>Under the ARREST Agenda, the Government of Liberia has requested UNFPA's support in developing a National Population Policy as it seeks to create a modern, innovative, and productive economy, where Liberians are fully equipped with the skills to compete in a dynamic, global market. Measures should be in place to contain the increase in the population growth rates. The new population policy to set new targets as the 2005 Revised Edition of the National Population Policy ended in 2020. The development of programs to take advantage of the reduction in the dependency ratio by creating more job opportunities and embarking on career training for the working-age population.</p> <p>The Government plans to develop a new, high-skilled, knowledge-based, globally oriented economy through a social covenant of universal access to free tertiary education and training, quality universal healthcare, access to affordable land and housing, the protection of public spaces and the environment, respect for diversity, fundamental freedoms, rights and responsibilities and equality under the law. The ability of the country to achieve these social and economic goals is partly dependent on the size, growth, distribution, and structure of its population.</p> <p>These variables are examined through population processes of fertility (births), mortality (deaths), and migration (immigration and emigration). According to the 2022 Liberia Housing and Population Census report of 2024, over 62 years, the population of Liberia has increased by 4,233,744 persons, from 1,016,443 persons in 1962 to 5,250,187 persons in 2022.</p> <p>The 2022 Liberia Housing and Population Census showed a broad-based pyramid that indicated a high number of young individuals. It suggests a high birth rate and a large proportion of children and adolescents in the population. It implies a large dependent population (children and adolescents), which places a burden on the working-age</p>

	<p>population. This may imply that a significant portion of resources should be allocated to childcare, education, and health services for the younger population.</p> <p>The age dependency ratio has reduced from 90.0 in 1984, 82.9 in 2008, to 58.8 in 2022. This low dependency ratio of 58.8 indicates a sufficient number of people in the working age group that can support the dependent population.</p> <p>It outlines a set of population goals and targeted interventions and strategies to reduce population-related impediments to achieving the Government's medium and long-term economic and social objectives, including recommendations that relate to legislation.</p> <p>The Population Situation Analysis (PSA) or another analysis based on the PSA guide will provide the evidence base for the formulation of the Population Policy. The PSA is a collaborative effort between the UNFPA and national entities and a critical tool for understanding and identifying population dynamics, providing data and evidence to support public policymaking.</p> <p>As part of its continued support of this critical process, the Government of Liberia, through the Population Policy Coordination Unit, has requested UNFPA's support through a consultancy to prepare and finalize a National Population Policy.</p> <p>Purpose of the consultancy</p> <p>The primary objective of this consultancy is to support the Government of Liberia in developing a comprehensive, evidence-based, and multi-sectoral National Population Policy that aligns with national development goals and international commitments.</p> <p>Specific objectives include:</p> <ul style="list-style-type: none"> • Conducting a thorough analysis of the current population situation, trends, and their implications for sustainable development in Liberia. • Reviewing existing policies, strategies, and legal frameworks relevant to population issues. • Facilitating broad stakeholder consultations to gather diverse perspectives and ensure ownership of the policy. • Drafting a comprehensive National Population Policy document with a clear vision, goals, objectives, strategies, and implementation mechanisms. • Developing a framework for monitoring and evaluating the implementation of the National Population Policy. • Providing recommendations for strengthening institutional capacity for population policy implementation and coordination.
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<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p> <p><i>Consultancy To conduct MISP Readiness Assessment in Liberia</i></p>	<p>The Consultant will undertake the following tasks:</p> <p>Inception Phase:</p> <ul style="list-style-type: none"> • Conduct an inception meeting with the key stakeholders to clarify the scope of work, methodology, and timelines. • Develop a detailed work plan and timeline for the consultancy, including specific deliverables and milestones. • Conduct a desk review of relevant national policies, strategies, legislation, demographic data, research reports, and international frameworks. • Situation Analysis: • Undertake a comprehensive analysis of Liberia's current population dynamics, including trends in fertility, mortality, migration, urbanization, and age structure. • Assess the socio-economic, environmental, and health implications of these population trends. • Identify key population challenges and opportunities, including regional disparities and vulnerable populations. • Analyze the existing institutional framework and capacities for addressing population issues. <p>Stakeholder Consultations:</p> <ul style="list-style-type: none"> • Design and facilitate a series of consultations with a wide range of stakeholders, including government ministries, agencies, local authorities, civil society organizations, academic institutions, traditional leaders, youth representatives, women's groups, and international partners. • Employ various consultation methods (e.g., workshops, focus group discussions, interviews) to gather diverse perspectives and build consensus. • Ensure that the consultations are inclusive and participatory, reaching marginalized and underrepresented groups. <p>Policy Formulation:</p> <p>Based on the situation analysis and stakeholder consultations, draft a comprehensive National Population Policy document. The policy document should include:</p> <ul style="list-style-type: none"> • A clear vision and mission statement. • Guiding principles and values. • Specific goals and measurable objectives aligned with national development priorities. • Evidence-based strategies and interventions to address identified population challenges and leverage opportunities. These strategies should be practical, feasible, and culturally sensitive. • Consideration of cross-cutting issues such as gender equality, youth empowerment, environmental sustainability, and poverty reduction. • Attention to specific population groups, including adolescents, women, men, older persons, and persons with disabilities. • Strategies for addressing regional disparities and the needs of vulnerable populations. <p>Implementation Framework:</p> <p>Develop a clear framework for the implementation of the National Population Policy, including:</p> <ul style="list-style-type: none"> • Roles and responsibilities of key government ministries, agencies, and other stakeholders. • Mechanisms for coordination and collaboration across sectors. • Potential partnerships with civil society organizations, the private sector, and international development partners. • Strategies for resource mobilization and allocation. <p>Monitoring and Evaluation Framework:</p>
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	<p>Develop a robust monitoring and evaluation (M&E) framework with clear indicators, data sources, and reporting mechanisms to track progress in the implementation of the National Population Policy and assess its impact.</p> <p>Capacity Building Recommendations:</p> <p>Provide recommendations for strengthening the institutional and human resource capacities of relevant government agencies and other stakeholders for effective population policy implementation, coordination, and M&E.</p> <p>Presentation and Validation:</p> <ul style="list-style-type: none"> • Present the draft National Population Policy to key stakeholders for review and feedback. • Facilitate a national validation workshop to finalize the policy document. • Incorporate feedback from the validation workshop into the final National Population Policy document.
Duration and working schedule:	The duration of the consultancy is sixty (60) days, commencing the first week of May 2025.
Duty Station:	The consultant will work in Monrovia, Montserrado County, at the LISGIS compound and the UNFPA offices.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The Consultant is expected to deliver the following:</p> <ul style="list-style-type: none"> • An Inception Report, including a detailed work plan and timeline. • A comprehensive Situation Analysis Report on Liberia's population dynamics and related issues. • A detailed report on the stakeholder consultation process, including summaries of key findings and recommendations. • A draft National Population Policy document inclusive of a comprehensive implementation framework and a robust monitoring and evaluation framework. • A report with recommendations for strengthening institutional capacity for population policy implementation and coordination. • A Final National Population Policy document, incorporating feedback from the validation workshop. • A presentation summarizing the key findings and recommendations of the consultancy.
Monitoring and progress control, including reporting requirements, periodicity format, and deadline:	<p>The consultant will participate in a briefing session on the nature, scope, and methodology at the start of the consultancy, which will be jointly conducted by UNFPA and LISGIS/PPCU. The deliverables will be reviewed by UNFPA and the designated national key partners:</p> <ul style="list-style-type: none"> • UNFPA's staff oversight will ensure regular engagements with the consultant through emails and phone calls but also ensure timelines are met • The consultant will provide weekly debriefs to the Programme Specialist, Data, and the final deliverables shall be submitted 5 working days before the contract end date.
Supervisory arrangements	The consultant will work under the direct supervision of the UNFPA Data and Evidence Specialist and the overall guidance of the Deputy Country Representative. The consultant will be expected to work in close collaboration with the LISGIS/PPCU, UN Agencies, associated line ministries, and other government agencies.
Expected travel	UNFPA will provide transportation arrangements for the consultant to and from Liberia and within the country where needed. UNFPA will process visas and provide DSA by the UN daily subsistence allowance rates. All approved travel is to be conducted according to UNFPA travel rules and regulations.

Required expertise, qualifications, and competencies, including language requirements:	The ideal consultant should possess the following qualifications and experience: <ul style="list-style-type: none"> • An advanced degree (Master's or PhD) in Demography, Population Studies, Public Health, Development Studies, Social Sciences, or a related field. • Extensive experience (at least 5 years) in conducting demographic analysis, developing population policies, and working on population-related issues in developing countries, preferably in sub-Saharan Africa. • Strong understanding of population dynamics, reproductive health, gender equality, socio-economic development, and environmental sustainability issues. • Proven experience in conducting stakeholder consultations, facilitating workshops, and engaging with diverse groups. • Excellent analytical, writing, and communication skills, with the ability to present complex information clearly and concisely. • Familiarity with the policy context and institutional landscape of Liberia or similar countries is an advantage. • Experience working with government agencies, civil society organizations, and international development partners. • Strong project management skills and the ability to deliver high-quality outputs within the agreed timeframe.
Inputs/services to be provided by UNFPA or implementing partner (e.g, support services, office space, equipment), if applicable:	<p>UNFPA will provide an office space with access to the internet and transportation to ensure a successful undertaking of this consultancy. Additionally, UNFPA will fund the review and validation meetings.</p>
Other relevant information or special conditions, if any:	<p>All interested applicants should submit the following.</p> <ul style="list-style-type: none"> • Letter of expression of interest • CV with evidence of qualifications and experience • Samples of reports from previous similar assignments undertaken • Detailed technical and financial proposal (to be negotiated)
<p>Signature of Requesting Officer in Hiring Office:</p> <p>Date:</p> <p>Approved by :</p> <p>Date:</p>	
<p>The deadline for submission of the application shall be April 29, 2025.</p>	