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## TERMS OF REFERENCE for Consultants to conduct Labour market assessment in Delta State

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### BACKGROUND

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PIND is a Nigerian non-profit Foundation established in 2010 with initial funding by Chevron Corporation to support a portfolio of socio-economic development programs for Nigeria's Niger Delta in order to improve standards of living of communities in the region. PIND supports projects in collaboration with a diverse range of donor partners including bilateral and multi-lateral aid agencies, federal and state government agencies in Nigeria, private companies and foundations. With an overarching goal of increasing income and employment in the region, PIND' strategy is hinged on 2 main programs supported by 3 key enablers and these are:

- **Economic Development:** Facilitate inclusive, sustainable and diversified economic growth enabled by improved analysis, advocacy and capacity building of market actors.
- **Peace Building:** Strengthen conflict management systems and capacities for enabling peace & economic growth, utilizing analysis & advocacy to address constraints to peace
- **Enablers:** PIND's program delivery is enabled by an integrated approach that encompasses capacity building, advocacy, communications, gender and social inclusion.

In response to the challenge posed by the very high rates of unemployment or underemployment in the Niger Delta, particularly amongst the youth population, PIND with funding support from the Ford Foundation started implementation of the Niger Delta Youth Employment Pathways (NDYEP) Project in the last quarter of 2017. The Project seeks to map the ecosystem of skills development, analyse opportunities for employment creation and develop models of youth job readiness or workforce development that will provide disadvantaged young men and women in the Niger Delta the opportunity to secure sustainable jobs and enterprises. Our approach has involved innovative and quality training that prepares selected youth with market-relevant skills and supports their transitioning into waged employment or self-employment /entrepreneurship. The pilot phase of NDYEP is implemented over two years in Abia, Akwa Ibom and Rivers States with over 1400 youth already trained in the first year of the project and another 1700 still undergoing various training in the target sectors of Agriculture, Information and Communication Technology (ICT) and Construction.

In 2019, PIND made the determination to expand the NDYEP program into an additional state -Delta State, starting in 2020, based on the results from the pilot phase and extensive consultations with the Delta State government. Consistent with NDYEP's implementation framework, these terms of reference are for the engagement of consultants to conduct a youth employment/labor market assessment of Delta State that will guide the design and implementation of a skills for Employment program in Delta State that is expected to commence by third quarter 2020.

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## PURPOSE OF THE ASSIGNMENT

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The NDYEP project follows PIND's evidence-based implementation strategy. Therefore, the proposed study is to provide PIND a better understanding of the demand and supply sides of the labor market as it relates to youth employment opportunities, the policy environment, and skill development ecosystem in Delta State (including the GMOU areas). The findings from this market assessment will be presented to selected stakeholder for validation and inputs. The final report together with inputs from stakeholders at the validation workshop will shape the final design/implementation process for NDYEP Delta.

## SPECIFIC OBJECTIVES

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The specific objectives of the assessment are as follows:

- 1) To gather information and data through desk research and field studies that are relevant to the labor market assessment and the subsequent NDYEP intervention design in Delta State
- 2) Conduct analysis of the labor and workforce issues and context for youth employment in Delta State that enables better understanding of market opportunities, the jobs and employment pathways available to youth, what sectors are creating current or future employment opportunities and other workforce requirements (what technical and soft skills are in demand?) etc.
- 3) Examine the feasibility of implementing NDYEP's current sectors/interventions in Delta state and identify potential sectors/interventions (especially in the GMOU communities).
- 4) Develop a stakeholder map/list of main institutions, stakeholders and programs within Delta State. This will include potential private or public sector organizations in focus sectors, identified in the course of the study that that may be interested in partnership with PIND during implementation.
- 5) Undertake a synthesis of the main findings and analysis capturing the key elements in NDYEP's analytical framework.
- 6) Make appropriate suggestions based on findings on the sectors, possible areas for skills training and job creation. Make recommendations relevant for NDYEP intervention design in Delta State. This will include specific analysis and recommendations for what might work best for PIND priority locations in the Chevron GMOU communities.

## SCOPE OF WORK

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- Familiarize and understand the context and objectives of PIND, the economic development program and the NDYEP project and review relevant project documents/reports to be provided.
- Conduct a desk research including a review of relevant national, regional and Delta state specific literature and statistics of employment and job creation for youth in the state.
- On the basis of these terms of reference and preliminary research and consultation with PIND, define and agree a pragmatic study approach/methodology which will form part of an inception report to be submitted

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- Conduct field visits to gather, collate and analyze data in Delta State. Field data gathering methods will include focus groups discussions with key stakeholder groups such as youth that are the target of the program; and Key informant interviews as may be appropriate
- Identify sectors and institutions with specific employment opportunities, sustainability of the jobs and the actual skill sets and qualification required for filling them. These may be current and future manpower needs in the organizations. Also identify value chains with prospects for employment creation through entrepreneurship/self-employment
- Identify broadly. The support systems for technical training and skill acquisition programs in Delta State. It will identify the training institutions, business support providers, certifying bodies, quality of programs offered, curriculum, quality of the tutors, underlying constraints, regulation, and how the institutions are structured especially those that could potentially partner with PIND. This could be formal/traditional or non-traditional technical/vocational training service providers
- Highlight gender-related dimensions of the youth employment challenge to guide program design and implementation.
- Participate in and present key findings from the study at a validation workshop with selected stakeholders.
- Prepare a satisfactory labour assessment report (a draft for review and a final incorporating comments)
- Participate in intervention workshop to share insights and provide guidance for intervention design as may be required.

In undertaking this assignment, the consultants will consult broadly with key PIND partners including the Delta State Job Creation Agency and also liaise with the PIND ED and PB team as appropriate.

## ACTIVITIES AND TIMELINES

S/N	Description of activities	No of days	Associated (Codes)	Deliverables
T1	Inception meeting to clarify SoW and work planning; documents review/Desk research and inception report.	5	D1	
T2	Design of instruments, data gathering/field visits in Delta	14	D2	
T3	Data analysis; summary report of analysis and findings	5	D2	
T4	Stakeholder validation workshop and report	3	D3	
T5	Reporting: Prepare a draft/final report for PIND	5	D4	

## DELIVERABLES

Item		Due date (indicative)
D1.	Inception report/ work plan developed and agreed	June
D2.	Summary report with key data analysis and key findings in line with ToR. Plus, PowerPoint presentation for use at the validation workshop	End of July
D3.	short report on validation workshop highlighting areas for update	Mid-August
D4.	Satisfactory final report and LMA report submitted for review and approval	End of August

## DURATION

The Consultant will be engaged for an estimated **32 days** commencing June 2020 through August 2020. The lead Consultant, working along with a PIND internal consultant, will be responsible for coordinating and finalizing the reports. PIND may provide a research assistant to the team during the data collection phase.

The activity will mainly be carried out in Delta State including visits to selected communities in the GMOU communities as will be indicated by PIND. These include the Egbema-Gbaramatu and Itsekiri communities in Delta State

## QUALIFICATION

University degree qualified with relevant experience in development, capacity building, Business development services, research and youth programming. Experience with previous conduct of labor market assessments is certainly desirable. Understanding of the Niger delta context and experience working in the region is important. Candidate should have at least 8 years' work experience with good analytical and writing skills.



## REMUNERATION

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Consultants will be engaged based on qualifications and commensurable experience in line with the expectations of this study.

## HOW TO APPLY

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Interested Consultants are required to submit a recent curriculum vitae along with a brief proposal and statement of capacity to carry the assignment. The proposal which should also indicate expected professional fees for services, should be emailed to reach [procurement@pindfoundation.org](mailto:procurement@pindfoundation.org) not later than 1st June 2020.

Potential consultants would be expected to provide the following documents if they are selected to work with PIND. These documents would be provided before any formal engagement shall take place between PIND and the consultant

### **Mandatory Required items from vendors/consultants who intends to bid any work or service in PIND**

1. Certificate of Business Registration/Mean of Personal Identification
2. Profile of organization or Resume in case of a consultant
3. Completed PIND bio data form in case of consultants
4. Most Recent Tax Clearance Certificate
5. Tax Identification Number
6. Full physical contact address
7. Bank Reference Letter
8. Bank details as follows:
  - I. Name of Account
  - II. Account Number
  - III. Name of Bank
  - IV. Address of Bank

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