**Terms of Reference**

Research Analyst will work according to the following ToR:

1. The research analyst will review and analyze primary data gathered from the youth consultations that were held for the review of the National Youth Policy (NYP)

* The primary data consists of qualitative data from 19 Focus Group Discussions and quantitative data from an online survey.

1. The research analyst will be responsible for review of the qualitative and quantitative data through the development of a sound data analysis methodology and presentation of findings in an easy-to-understand research report.
2. The analyst will work in close consultation and collaboration with focal person from BCMD
3. The analyst will share or present drafts of the report to BCMD and constructive comments and feedback will be incorporated accordingly
4. The final report must be edited, proofread and print-ready with proper layout of the content, illustrations, images, infographic, etc.
5. The research analyst must abide by the code of ethics in research and academia of the Royal University of Bhutan
6. BCMD shall hold the copyright of the report and the raw data, and as such, no part of the document may be reproduced, published or distributed in any form (physical, electronic or otherwise) without the prior written approval of BCMD
7. The assignment shall be considered completed and finalized upon the satisfaction of BCMD.
8. Assignment to be completed latest by 10th June 2020.