

TERMS OF REFERENCE

1. Background

Actualising Youth Engagement for Inclusive Decision-making is a project funded by UNDP Bhutan. The project is implemented by Bhutan Centre for Media and Democracy.

The current project is to test the value of the online citizen engagement platform in program and policy development process and decision-making. This platform can engender reasoned and meaningful discourse on important issues. It can serve as a portal to collect citizen views during times of emergencies for expedient response and decision making.

A poll was conducted on the theme: “What can Bhutan do to tackle climate change?” We have about 75 thousand respondents. To simplify the findings from the poll for public dissemination, BCMD is recruiting a Local Data analyst to conduct simple statistical analysis and create about 30-35 infographics to help disseminate the results of the findings.

2. Scope of work

The scope of work will be the following:

- Review data collected and accessing it for significant findings
- Creating infographics
- Compiling a report of the findings from the raw data (This will be different from the existing data provided by the international consultant and can complement their findings)

3. Details of the duration of work

- The assignment is for a duration of 10 man-days.
- Drafts are to be shared with project partners (BCMD, UNDP and NCS) prior to submission of the final reports/documents by 18th June, 2022.

4. Required qualifications

- A minimum of an undergraduate degree
- Demonstrated prior work experience in the provision
- At least 2-3 years of experience is desirable.
- Demonstrated knowledge and experience in data analysis and content creation

5. Payment amount and schedule

The fee to be paid for work undertaken by the data analyst is to be negotiated.

- Curriculum vitae
- Proof of prior work in analysing data and content creation for data