

Bhutan Centre for Media and Democracy is seeking professional services for **data analysis and infographic creation** for the project “Actualising Youth Engagement for Inclusive Decision-making”

## **TERMS OF REFERENCE**

**Position:** Data analysis and infographic creation

**Project Title:** Actualising Youth Engagement for Inclusive Decision-making

**Type of contract:** Consulting contract

**Duration:** 15 man days spread over a month

### **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 and serve as a portal to collect citizen views during times of emergencies for expedient response and decision making.

A poll is being conducted on the theme “How should Bhutan balance economic development and environmental conservation?” on the [Citizen Engagement Platform/ Tendrel](#). To simplify the findings from the poll for public dissemination, BCMD is recruiting the professional service of local data analysts to **conduct statistical analysis and create about 30 infographics** to help disseminate the results of the findings. The ongoing project will collect data of approximately 5000 - 7000 people.

#### ***2. Scope of work***

The scope of work will be the following:

- Statistical analysis of the data to cull significant findings. The data analysis could include but not limited to:
  - Thematic analysis
  - Demographic analysis (gender and regional differences)
  - Consensus and divisiveness
- Creating infographics of the findings
- Write a report

### **3. Timeline**

- The assignment is for a duration of 15 man-days spread over a month.
- First draft of the data analysis and infographics to be presented in a week.
- Revised infographics, data analysis and report to be submitted in the week after.
- Final analysis report with infographics to be submitted within 5 days of receiving the comments.

### **4. Required qualifications and experience**

- At least 2-3 years of experience is desirable.
- Curriculum vitae
- Contact details of two referees
- Financial proposal quoted in Ngultrum with technical proposal (detailed data analysis framework)
- ***Only shortlisted applicants will be contacted for presentation and further assessment of technical and professional competencies.***

Interested consultants may submit the following documents latest by 26th October 2022 to [rosy@bcmdbt](mailto:rosy@bcmdbt) during office hours (9am – 5pm).