

# TERMS OF REFERENCE

## BACKGROUND

The socio-economic impacts of the COVID-19 pandemic continue to affect vulnerable communities in Cambodia and Laos. Inflation, unstable livelihoods, and reduced tourism activity have increased vulnerabilities among marginalized children, youth, and families. Many vulnerable children and youth remain at risk of school dropout, unsafe migration, exploitation, abuse, and unemployment due to poverty and limited access to education and employment opportunities. As a result, there is an ongoing need for integrated protection, education, vocational training, and employment support services adapted to local realities.

The Juniclair Foundation and the Luxembourg Ministry of Foreign and European Affairs (MAE Luxembourg) provided funding to Friends-International (FI) to coordinate and implement two complementary 3-year projects from 01 January 2025 to 31 December 2027 aimed at supporting the reintegration and protection of marginalized children, youth, and their families in Cambodia and Laos.

The geographical coverage for these projects is Siem Reap in Cambodia, where Kaliyan Mith implements the activities, and Luang Prabang in Laos, where Peuan Mit implements the activities. Selected vocational training models implemented in Phnom Penh and Vientiane may also be reviewed as reference models to support comparative analysis and learning.

### **Here are the project details:**

**Overall Objective:** Marginalized children and youth are sustainably reintegrated into society as protected, functional, and productive citizens through improved access to protection, education, vocational training, employment, and community support services.

**Specific Objective:** Improve the protection and reintegration of marginalized children, youth, and their families in Siem Reap and Luang Prabang through integrated protection, education, vocational training, employment support, and community awareness activities.

### **The projects have 3 expected Results (R):**

**R.1.** Children, youth, and families in vulnerable situations receive protection, outreach, emergency, and reintegration support services.

**R.2.** Children are sustainably reintegrated into education and marginalized youth access vocational training, soft skills development, employment, and self-employment opportunities adapted to local labor market realities.

**R.3.** Communities, local authorities, tourism stakeholders, and private sector actors are sensitized and engaged in the prevention of abuse, exploitation, unsafe migration, child labor, and other protection risks affecting vulnerable children and youth.

### **Information about the key partners:**

- Friends-International (FI) is an award-winning international NGO and social enterprise established in Cambodia in 1994 to build a future where all children are safe from all forms of abuse, can become functional and productive citizens of their countries and contribute to a more peaceful, equitable and sustainable world.
- Kaliyan Mith (KM) is the Friends-International program in Siem Reap, Cambodia. Established in 2007, KM implements protection, education, vocational training, employment, and community-based activities supporting marginalized children, youth, and families in Cambodia's main tourism destination.
- Peuan Mit (PM) is the Friends-International program in Laos. Established in 2004, PM operates in Vientiane and Luang Prabang in collaboration with the Lao Ministry of Labour and Social Welfare.
- Juniclair Foundation is a long-standing partner of Friends-International supporting projects focused on protection, education, vocational training, and social inclusion for vulnerable populations.
- The Luxembourg Ministry of Foreign and European Affairs (MAE Luxembourg) supports both projects through its development cooperation framework and co-financing mechanism for civil society organizations.

**Friends-International (FI) is looking for an individual consultant to conduct a mid-term comparative evaluation of the vocational training models implemented under Result 2 of the two projects funded by Junclair Foundation and MAE Luxembourg in Siem Reap, Cambodia, and Luang Prabang, Laos.**

## **PURPOSE OF THE EVALUATION**

The purpose of the evaluation is to assess and compare the different vocational training (VT) models implemented under Result 2 of the projects, including:

- Fixed vocational training centers;
- Mobile vocational training;
- Semi-mobile vocational training;
- Vocational Training Businesses (VTBs) / social businesses;
- Apprenticeship placements.

More specifically, the evaluation aims to:

- Compare the different vocational training delivery models implemented across Cambodia and Laos;
- Assess which models are the most effective and relevant for different target groups and contexts;
- Identify strengths, limitations, operational challenges, good practices, and lessons learned across the different vocational training models and project locations;
- Assess the relevance, effectiveness, operational feasibility, sustainability, and impact of the different VT models on beneficiaries' employment pathways and employability outcomes;
- Assess what worked well, what did not work, under which contexts, and why ;
- Provide practical recommendations for future program improvement, adaptation, replication, and scaling.

## **SCOPE OF WORK**

The consultant will be responsible for:

- Proposing a comprehensive and practical evaluation methodology, including a mix of desk/document review (including donor reports, surveys, and monitoring data), interviews, and field visits.
- **Conducting a comparative evaluation of the different vocational training models implemented under Result 2 of the projects in Siem Reap and Luang Prabang. Selected vocational training models implemented in Phnom Penh and Vientiane may also be reviewed as reference models to support comparative analysis and learning.**
- **Assessing the relevance, effectiveness, operational feasibility, sustainability, and impact of the different vocational training models on employment pathways and employability outcomes;**
- Producing a detailed report that includes findings, conclusions, lessons learned and practical recommendations.

## **METHODOLOGY**

The consultant is expected to propose a practical and participatory methodology combining qualitative and quantitative approaches. The methodology should include, but not be limited to:

- Desk review of key project documents, reports, training materials, monitoring data and employment tracking data.
- Interviews with key stakeholders, including program staff, trainers, beneficiaries, employers and partners.
- Field visits to selected project sites in Cambodia and Laos.
- Comparative analysis across locations, target groups, and vocational training models.

**The evaluation should focus on assessing:**

- The relevance and accessibility of the different vocational training models;
- The effectiveness and operational feasibility of each model;
- The impact of the different models on employment pathways and employability outcomes;
- Lessons learned, good practices, challenges, and recommendations for future implementation.

**Note:**

We do not expect the consultant to conduct a large number of individual interviews. A limited sample will be sufficient. We encourage the use of focus group discussions (FGDs) to gather qualitative information and reduce the number of individual interviews when possible. Some interviews and meetings may also be conducted online where relevant.

**DELIVERABLES**

The consultant will be required to deliver the following:

- An inception report outlining the proposed methodology, work plan, and evaluation tools.
- Interim progress updates.
- A draft evaluation report for review and feedback.
- A final evaluation report incorporating feedback from Friends-International and including an executive summary, methodology, findings, comparative analysis, conclusions, lessons learned and recommendations.
- A presentation of the key findings and recommendations to the project team and other relevant stakeholders.

**QUALIFICATIONS**

The ideal consultant should have:

- Advanced degree in any of the following areas: Education, TVET, Employment, Development, Social Sciences, Livelihoods, or a related field;
- Proven experience in conducting external evaluations;
- Strong experience in vocational training, employment, livelihoods, youth development, or social inclusion programs;
- Strong analytical and report-writing skills;
- Excellent communication and interpersonal skills;
- Experience conducting qualitative assessments, interviews, and focus group discussions;
- Ability to work independently and meet deadlines;
- Excellent spoken and written English language skills;
- A strong commitment to respecting PSEA and CPP principles.

**DURATION AND TIMEFRAME**

The evaluation is expected to take place over a period of **approximately 2 months between September and December 2026**. Key milestones and deadlines will be agreed with the selected consultant.

**APPLICATION PROCESS**

Interested candidates should submit the following:

- A cover letter outlining their suitability for the role.
- A detailed CV highlighting relevant experience.
- A proposed methodology and work plan.
- A commitment to maintain a high level of confidentiality and strictly adhere to PSEA standards throughout the evaluation process.
- Examples of previous evaluation reports or relevant work.
- A financial quotation, all-inclusive and covering all mission-related costs, including travel, local transport, accommodation, missions in Phnom Penh, Siem Reap, Vientiane, and Luang Prabang, miscellaneous expenses, and applicable taxes.

**Contact Information**

For further information and to apply, please contact [ampor@friends-international.org](mailto:ampor@friends-international.org) and [hr@friends-international.org](mailto:hr@friends-international.org).

The applications will be reviewed on an ongoing basis. This position will stay open until fulfilled. We encourage interested candidates to apply as early as possible.

All applicants will undergo an extensive background check in compliance with our Child/Beneficiary Protection Policy and Prevention of Sexual Exploitation and Abuse policy.