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#### Terms of Reference

**Men and Boys as Partners in Promoting Gender Equality and prevention of Youth Extremism and Violence in the Balkans**

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| **“Young Men Initiative”** |

**For position Data Collectors**

**( September 22nd – September 29th, 2018)**

**Deadline for application: September 14th 2018, 4 p.m. local time**.

Financed by CARE

**About Project**

During the 2017-2020, partners in the ADA project **“Men as Boys as Partners in Promoting Gender Equality and the Prevention of Youth Extremism and Violence in the Balkans**” should be implementing our new school based model - Program Y methodology. One of the phases is Baseline Evaluation. These guidelines are a resource for starting the implementation of the survey. In the baseline evaluation we are trying to measure the change in attitudes, knowledge and behavior of young men and young women from Serbia, Bosnia and Herzegovina, Albania and Kosovo related to gender equality, healthy life styles, violence, gender based violence and youth extremism. The baseline evaluation will be carried out by using the questionnaire prepared for this research. It is important to start the baseline before the beginning of the trainings for teachers and peer educators as well as before workshops for students in order to make sure the participants have not been influenced by the content of the workshops. For the evaluation purposes, we will be focused on the 1st year students (young men and young women). It is important to have the right number of students for the evaluation. So, we need to have 300 first grade students selected in both schools (if possible 50% of boys, 50% of girls). If schools do not have 300 first grade students this is also acceptable.

**Background**

The **Men and Boys as Partners in Promoting Gender Equality and prevention of Youth Extremism and Violence in the Balkans** or Young Men Initiative (YMI) project builds upon CARE´s comprehensive and programmatic effort to fight interpersonal and gender based violence (GBV) as well as to improve gender equality in the region. The YMI project has been implementing in Albania, Bosnia and Herzegovina, Kosovo and Serbia and is targeting young men and women to build their knowledge and attitudes concerning gender equality and healthy lifestyles and to decrease levels of GBV. In line with the goals of the European Union the **overall objective** of the project is **to improve gender equality and decrease interpersonal and gendered violence within Serbia, Bosnia and Herzegovina, Albania and Kosovo society.** Unfortunately, in all targeted countries domestic and gender based violence, peer violence and terrorism in the light of ISIL influence in the region, remained main threats for youth and all citizens. In consequence the project purpose is to increase the uptake of healthy, youth extremism and non-violent and gender equitable lifestyles amongst boys and men (and girls and women) participating in the program.

**Purpose of the Data Collector**

Conduct a baseline surveys through a designed questionnaire in the targeted school to track the progress gained through the YMI workshops. The data collector will issue the survey in the targeted “Ismail Qemali” High School in Tirana.

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| **Role of the Data Collector** |

**Role of the Data Collectors (DC)**

A. working with ACT for SOCIETY Center to organize visit schools, meet/orient (as needed) staff and identify appropriate space for taking the survey and options for young men who decline to participate.

B. working with ACT for SOCIETY Center to develop detailed plans for data collection (including assigning codes to survey participants), ensuring that the full sample is reached. Any problems should be raised with the PC from ACT for SOCIETY Center staff as soon as possible.

C. participates in 2 days residential training on ethics, on the survey instrument and on data collection roles and process. Training will be held in Tirana in September 22nd – 23rd of 2018.

D. implement baseline survey in 1 intervention school as per the plan over a 2 week period (actual time will vary by location). As an estimate, each DC’s (assuming 1 per location) will be responsible for administering up to 300-400. The DC’s is responsible for orienting the young men on the research agenda, obtaining and ensuring their informed consent, ensuring that those who do not want to participate are excused and have an arranged place to go to, ensuring that the space for filling the survey allows for privacy, ensuring that the surveys are anonymous, maintaining order during the survey, responding to individual questions about the survey (as per training), ensuring completeness of survey (including spot checks on some of the responses to ensure quality).

E. tracking and checking surveys – DC’s will need to make sure surveys are properly numbered. After completion, DC’s should conduct checks on surveys to ensure quality, as per training requirements.

F. submitting complete surveys to PC

**Evaluation team**

ACT for SOCIETY Center seeking for Men/Women data collectors. DC’s will be responsible for ensuring that baseline data is collected as per the design of the evaluation.

Specific tasks include (please note that some of these will be defined in more detail during the training)

**Required qualifications**

If an individual is applying it is necessary to enclose CV and letter motivation that indicates experience described in above eligibility section and indicate daily fee without taxes for up to 10 working days.

**Necessary documentation**

In addition, selected the DC’s should provide other detailed, bank details and scanned pictures from valid ID (please, send those documents by e-mail to actfsociety@gmail.com ).

**Cost (How to apply for this job)?**

If an individual is applying it is necessary to enclose CV that indicates experience described in above eligibility section and indicate daily fee without taxes for up to 10 working days.

Offers should be submitted by **Semptember 14th 2018, 4 p.m. local time**, to the following address:

* Rruga "Blv. Zhanë D'ark", Ndertesa 61, Hyrja 5, Apartamenti 24, Tirana, Albania or
* To the email address: actfsociety@gmail.com

**Coordination/Responsibility**

**The Data Collector (s)** are expected to include in their application:

* *Curriculum Vitae*
* *Motivation letter*

The DC’s will report to the Project Coordinator.