



**Inclusive jobs and education for refugees and host communities
-PROSPECTS-**

TOR Name	Hiring three data collectors (Enumerators) for Jordan Tracer Study		
Country	Jordan	Project Code	JOR/19/50/NLD - 107273
Duration	From	12/07/2023	to 12/08/2023
Pillar:			
Outcome:	Project Management & Oversight		
Output:	Monitoring and Evaluation		
Activity / BL	Monitoring - 10.03.01		

PROJECT BACKGROUND

1. General background

Overlapping drivers of displacement worldwide have coincided and increased the scope, scale and complexity of displacement. Approximately 25.4 million individuals are recognized as refugees who have fled their homes due to a well-founded fear of persecution. This is alongside millions of internally displaced persons and those who have fled their homes but are not recognized as refugees by the 1951 Refugee Convention. As a country neighbored by Iraq, Syria and the West Bank, Jordan is facing a historic forced displacement crisis and as the crisis extends into the next decade, the country is at an inflection point, given the scope, scale and protracted nature of the displacement. In response to the considerable challenges posed by forced displacement, a new strategic partnership, named PROSPECTS, was established by the Government of the Netherlands, IFC, UNICEF, ILO, UNHCR and the World Bank. The partnership spans eight countries and covers five years (2018-2022).

Through the Prospects partnership, the World Bank, IFC, UNICEF, UNHCR and ILO aim to leverage their comparative advantages and areas of expertise to programme complementary and interdependent interventions that address education, employment, and protection challenges that negatively affect the livelihoods and well-being of host communities and forcibly displaced persons. The combined efforts of the organizations will endeavour to bolster the medium- and longer-term development goals for host communities and forcibly displaced persons to access quality and market-relevant education; decent work and enterprise opportunities; and comprehensive protection systems.

2. PROSPECTS IN JORDAN

Jordan is facing a historic forced displacement crisis and as the crisis extends into the next decade, the country is at an inflection point, given the scope, scale and protracted nature of the displacement. Through Prospects, partners will undertake interventions that will align with national strategies, helping to mitigate the impact of the current displacement crisis on both refugee and host communities, with a longer-term goal of supporting human development through support to increased economic opportunities, wider access to quality education and stronger protection mechanisms. As of January 2020, Jordan hosted over 745,000 refugees, including over 655,000 Syrians and almost 100,000 other nationalities. Children represent a little over half of the refugee community. With refugees constituting almost seven percent of Jordan’s population, the Kingdom is one of the top refugee-hosting countries per capita worldwide.

Whilst Jordan’s economic situation pre-dated the Syrian crisis, the impact of its forced displacement crisis has worsened the situation. The IMF has estimated that Jordan’s economy lost one percent of the gross domestic product (GDP) each year of the crisis due to investment and export losses. Syrian and Jordanian households across the Kingdom continue to live in highly vulnerable conditions, with all communities dependent on overstretched and weak education systems; limited, and often informal, employment opportunities; poorly coordinated protection systems; and nascent social safety nets.

Through the Prospects partnership, the five partners aim to leverage their comparative advantages and areas of expertise to programme complementary and interdependent interventions that address three areas where challenges



negatively affect the livelihoods and well-being of Jordanians, refugees, and other vulnerable groups: education, employment, and protection. Through an in-depth theory of change process, the combined efforts of the organizations will endeavour to bolster the medium- and longer-term development goals for Jordanians, refugees and other vulnerable groups to access quality and market-relevant education; decent engagement, work and enterprise opportunities; and comprehensive protection systems, which will in turn support more sustainable livelihoods, in line with Jordan's national plans. Integrated into the joint programme is systematic learning and knowledge management that will feed into future planning, the scaling up of innovative approaches, and ultimately transform the way partners respond to displacement crisis.

ASSIGNMENT BACKGROUND AND OBJECTIVES

Through the partnership in Jordan, the IFC, ILO, UNHCR, UNICEF, and World Bank aim to leverage their comparative advantages and areas of expertise to program complementary and interdependent interventions that address education, employment, and protection challenges that negatively affect the livelihoods and well-being of host communities and forcibly displaced persons. The combined efforts of the organizations will endeavour to bolster the medium- and longer-term development goals for host communities and forcibly displaced persons to access quality and market-relevant education; decent work and enterprise opportunities; and comprehensive protection systems.

The partnership's multi-agency and multidisciplinary nature entail multiple levels of monitoring and evaluation to tracer its intended outcomes. Over the first year of the partnership, the ILO has invested in a robust monitoring and evaluation framework for operations in Jordan. The framework relies on routine data collection with implementing partners, as well as a tracer study. Together these provide measures of progress against key indicators and short-term and medium-term outcomes. The current study provides a baseline analysis of ILO PROSPECTS beneficiaries' progress towards key outcomes using the tracer study methodology.

Tracer studies¹ get their name from the primary activity involved, which is to trace, find or locate a group of beneficiaries of a programme. Tracer studies are sometimes referred to as follow-up studies because they trace individuals sometimes after an event has taken place and follow up on what has happened in their lives since then. Tracer study is an impact assessment approach and a survey methodology originally developed (in 2003-2004) by the ILO for assessing the impact of child labour interventions. The original tracer study methodology was developed for measuring the Longer-Term Impact on Children and Families through Tracer/Tracking Methodology². An adapted definition³ and rationale for conducting a tracer study in the PROSPECTS program is to provide valuable information on what has happened to a group of beneficiaries who have been exposed to an intervention. The real challenge for the PROSPECTS programme is to produce lasting, long-term results in the lives of vulnerable hosts and forcibly displaced communities. This will be the ultimate measure of the success of PROSPECTS' intervention. And because of this, the main reason for this tracer is to:

- 1- To provide information on key performance indicators of the PROSPECTS partnership, that will help evaluate the impact of programme interventions on the education, employment, and protection outcomes of the project's target population.
- 2- Able to weave a story of significant change in the lives and livelihoods of the beneficiaries of the PROSPECTS programme in Iraq
- 3- Able to identify enabling and constraining factors to achieve more success for the PROSPECTS programme.
- 4- Contribute to the betterment of PROSPECTS interventions in other parts of the country and other parts of the world.

The frequency of application of the tracer study to the same group of sampled beneficiaries would be annual /biennial until the end of the project. The tracer will be done in at least three rounds over the course of the programme providing

¹ Source: ILO tracer study manual Book 1 <http://www.ilo.org/ipccinfo/product/download.do?type=document&id=19155>

² Source: [Tracer study methodology \(IPEC\) \(ilo.org\)](http://www.ilo.org/ipccinfo/product/download.do?type=document&id=19155)

³ Based on the definitions as described in the Tracer study manual Book 1.



a baseline, midline, and end-line estimates of the programme impact. The first application of the tracer is planned to be carried out from July until mid-August 2022, serving as the baseline round. The next rounds of applications will be decided by the programme team based on the programme rollout in the country.

In 2021, The first-round data collection started with a sample of 597 telephone numbers selected from the sampling frame constructed from ILO databases from 2019 - 2021. This sample selected randomly among allocation across gender and nationality, aims to gather information on key performance indicators, enabling the evaluation of the program's impact on education, employment, and protection outcomes for the target population.

SCOPE OF WORK AND METHODOLOGY

The assignment will focus on data collection for the first round of the ILO PROSPECT Jordan tracer study. The data will be collected through phone interviews with ILO prospect Jordan beneficiaries in Arabic, using a pre-defined survey.

The survey tool responds to short- and medium-term outcome indicators defined in the ILO PROSPECTS Jordan logical framework and corresponding data collection sheet. An orientation and training on the survey tool and data collection methodology will be arranged by the ILO PROSPECTS team at the outset of the assignment.

The survey was designed to be completed in 40 minutes. Experience conducting similar surveys in ILO PROSPECTS Jordan and Lebanon indicates that a survey tool with about 50 questions is appropriate for capturing the initial impacts of PROSPECTS programming.

The assignment will use smartphones/tablets for data collection and the Kobo toolbox⁴, which is an open-source suite of tools, compatible with Android and IOS.⁵

A random sample of refugee, and host community beneficiaries will be selected from different ILO PROSPECTS interventions implemented between 2021 and 2023. These consist of employment and career counselling services, Training programmes, and social protection activities, like Child Labour. The total sample size will not exceed 510 and will be distributed between three enumerators. Each enumerator will be responsible for approximately 170 completed surveys validated by ILO.

The methods and processes for carrying out the data collection, entry, and validation, are detailed below:

1. Preparation for Field Work

- 1.1. Induction and training on survey tools by ILO (remotely).
- 1.2. Revise the Survey language.
- 1.3. Pre-testing and adjustment of questionnaires, with clearance of changes from the ILO.

2. Data Collection

- 2.1. Data collection and validation using phone calls with project beneficiaries and implementing partners. The contact details for the assigned sample will be shared at the outset of the assignment.
- 2.2. Consistency checks of the questionnaire to ensure that questionnaires are fully consistent and complete before enumerators leave the respondent's household.
- 2.3. Obtain further information for incomplete entries.
- 2.4. Enter data from source documents into a prescribed computer database, files, and forms⁶ (mostly by using Kobo/Excel Collect and/or Google Forms and similar kinds of Data Collection tools)
- 2.5. Data entry using the relevant platform and associated tools (tablets, mobile applications etc.) The ILO will detail these prior to the start of the contract.

⁴ [Kobo Toolbox | Data Collection Tools for Challenging Environments](#)

⁵ Android devices are preferred, although IOS can be used if there is stable and uninterrupted internet connectivity

⁶ The service provider will ensure the security of the data and the provision of the data collection equipment.



DELIVERABLES

Deliverables	Working Day	Estimated start date
1- Participate in one day of training for induction.	1	23-07-2023
2- 17 pilot surveys entered KOBO	2	26-07-2023
3- 170 completed surveys entered kobo	15	02-08-2023

All data and information received from ILO for this assignment are to be treated confidentially and are only to be used in connection with the execution of these Terms of Reference (TOR). The contents of written materials obtained and used in this assignment may not be disclosed to any third parties without the express advance written authorization of the ILO. All intellectual property rights arising from the execution of these TOR are assigned to the International Labour Organization. The intellectual property rights of the materials modified through the assignment remain with the International Labour Organization.

REQUIRED QUALIFICATIONS AND COMPETENCIES

- 1- Education: An advanced degree in a related field, such as computer science or statistics.
- 2- Experience in data entry, using applications and software such as Kobo, excel, access, and ODK
- 3- Exposure to work on livelihoods, employment decent work, entrepreneurship, and infrastructure would be an advantage
- 4- Excellent attention to detail
- 5- Ability to work independently and meet deadlines

SELECTION CRITERIA

Selection will be made against the required experience and based on value for money.”

SUPERVISION AND LOGISTICAL ARRANGEMENTS

The external collaborators will perform the assignment under the overall supervision of the PROSPECTS Regional Chief Technical Adviser and will report directly to the PROSPECTS Data Analyst, with oversight from the PROSPECTS Regional Programme Officer.

The external collaborators will work in coordination with the:

- 1. Prospects M&E external consultant and ILO Prospects Global M&E Officer.

All technical clearances will be obtained by the concerned ILO Senior Specialists.



TIME FRAME AND ESTIMATED BUDGET

The selected External Collaborator will support the Prospects partnership for 18 working days , within 6 weeks from 01 July 2023 to 30 September 2023. The daily rate is estimated at USD (100) per day + 15 USD For a Mobile credit card.

<i>Item</i>	<i>Qty</i>
1- Working Daily rate	USD 100
2- Working days	Day 18
3- Credit for Mobile bundles	USD 15
Estimated Amount	(100+15) * 18 =2,070.00 USD

PAYMENT SCHEDULE

100% of the contract value (USD 2,100.00) shall be settled upon the delivery of the aforementioned deliverable to the satisfaction of the ILO.

<i>Deliverable</i>	<i>Description</i>	<i>Amount</i>
1- 17 pilot surveys entered into KOBO	(100+15) USD * 18 Working days	USD
2- 170 completed surveys entered into kobo		2,070.00
TOTAL		USD 2,070.00



PROPOSAL SUBMISSION PROCEDURE

The following documents/information are required to apply for this assignment:

Applications should be submitted by email to both:

Mr. ALaa Al-Arabiati , al-arabiati@ilo.org,

Ms. Ola Flaifel, flaifel@ilo.org.

The deadline for submission is 6th of July 2023, 12.00 mid-nights.