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## **Terms of Reference**

### **Labour Market Research Expert - Research Consulting Company / Palestine**

Recruitment of a Labour Market Research  
Expert / Consulting Company

Management of a quantitative and qualitative  
study

**Deadline: 28 March 2023**



## 1. BACKGROUND

Education For Employment (EFE) is the leading non-profit that trains youth and links them to jobs across the Middle East and North Africa (MENA). EFE believes in the positive power of youth in MENA. Following a market-driven approach, EFE ensures that youth are connected to the world of work, thus enabling sustainable long-term impact and social change. Throughout the MENA, EFE has benefitted over 150,000 youth directly, including over 8,300 entrepreneurs. EFE places special emphasis on the socio-economic integration of women, with 59% female beneficiaries. Over 81% of EFE's employment graduates are still working after 3 months.

This mission is part of the activities related to the **SMILE: Supporting Major Improvements to Livelihoods in East Jerusalem** project funded by the European Union and implemented by Education For Employment – Europe with Education For Employment – Palestine, Al Quds University, the Lutheran World Federation, and Bait Byout. SMILE aims to directly improve the livelihoods and resilience of vulnerable youth in East Jerusalem over the course of 36 months.

The labour market study will enable SMILE partners as well as Palestinian and international stakeholders to be better placed to implement policies and practices aimed at reducing effectively youth unemployment in East Jerusalem. Within this framework, the labour market analysis will inform the implementation of the SMILE project by strengthening socio-economic knowledge of the labour market and involving all relevant stakeholders and will provide recommendations for new interventions that can be implemented by private sector companies, competent authorities, educational establishments, and institutions in the fields of education and employment.

## 2. OBJECTIVES OF THE MISSION

The service consists of the definition of the methodological elements, the supervision, and the realisation of a quantitative and qualitative survey as well as the analysis of the results leading to an in-depth analysis of the local job market in East Jerusalem.

### 2.1. MAIN OBJECTIVE:

To elaborate a comprehensive report on the Palestinian labour market, with a special focus on East Jerusalem, highlighting findings, conclusions, and recommendations from the data compiled through primary and secondary research, including through the organization of surveys, interviews, and focus groups to identify the following elements:

- Identification of growth and job-creating sectors;
- Skills needs (especially critical skills) of public and private sector companies and organisations, and within economic sectors;
- Identification of professions and concrete profiles, and those in tension/sensitive, strategic, in transformation, in disappearance, as well as those that are/will be emerging within the future world of work;
- Training-qualification needs, support, and integration of job seekers; and education requirements;
- Support needs for the integration of graduates from higher education or vocational training centres and their follow-up including their job locations;
- Identify and explore the main job portals available on the Palestinian labour market for different job vacancies and check for international job boards and transnational recruitment agencies; and
- Identify all of the key training and development institutions in the East Jerusalem market and learn about their youth employment programmes.
- Determine civil society actors in EJ and its governorates (such as CBOs, NGOs, and youth centers) that are involved in promoting youth empowerment, economic integration, and workforce development.
- Assess the social and economic restrictions and opportunities that affect the needs, limitations, and perspectives of youth in EJ and its governorates.



## 2.2 SPECIFIC OBJECTIVE:

Under the responsibility of the EFE project team, the Labour Market Research Expert will be responsible for designing, carrying out, and analysing surveys, interviews, and focus groups within the framework of the general objective stated in 2.1 above.

## 3. MAIN MISSIONS AND ACTIVITIES:

- a. Conduct secondary research of analyses, reports on the labour market in the Palestinian territories, and East Jerusalem in particular.
- b. Propose the methodology for carrying out the survey, interviews, and focus groups regarding the objectives defined above;
- b. Carry out the stratification and sampling of the survey, interviews, and focus groups; vs. proposed survey questionnaires, interviews and final focus groups;
- c. Codify the questionnaires and ensure the proper completion of the survey, interviews and focus groups and data collection in accordance with the agreed schedule;
- d. Ensure quality control;
- e. Supervise data entry and ensure compliance of entries and data;
- f. Conduct interviews and focus groups: sample selection, development of guides, invitations, collection of interviews;
- g. Establish the various progress reports and the data analysis report;
- h. Prepare the final report of the results of quantitative and qualitative surveys, including the analysis, interpretation and recommendations relating to the results;
- i. Submit the final report.

## 4. DELIVERABLES

Deliverable	Deliverable Description
<b>Deliverable 01</b> <b>(Design and preparation)</b>	Proposal of methodology, research planning, survey stratification and sampling, survey framework, recruitment and training of the team of interviewers, and preparation of interviews and focus groups
<b>Deliverable 02</b> <b>(Field implementation and reporting)</b>	Implementation and report of the survey, interviews, and focus groups
<b>Deliverable 03</b> <b>(Final reporting)</b>	Final report of analysis of results and recommendations



## 5. PLACE OF EXECUTION

East Jerusalem and surrounding governorates in Palestine.

## 6. EXPERTISE REQUIRED

### A Senior Labour Market Research Expert / Consulting Company:

- Ability to work in East Jerusalem.
- Availability to be hired from **30 March 2023**.

### Qualifications and Skills:

- Master's Degree in economics, statistics, social sciences or operational research or another equivalent field related to the mission, or equivalent relevant experience of at least 10 years.

### Professional experience:

- At least 10 years of proven professional experience in the fields of research and statistical processing;
- Mastery of statistical data processing tools (SPHINX, Lime Survey, Modalisa, SPSS, STATA);
- Experience in organizing and implementing workshops and participatory approaches;
- Knowledge of the Palestinian labour market, institutions and procedures;
- Knowledge of the training and/or employment sectors;
- Experience in drafting reports for cooperation organizations;

### General skills:

- Excellent command of the English and Arabic languages - both spoken and written;
- Ability to liaise with multiple participants and to issue concise conclusions;
- Access to relevant contacts and stakeholders in relation to youth employment in Palestine;
- Ability to report;
- Ability to easily adapt to a multicultural environment;
- Ability to work in a team;
- Strong interpersonal skills and ability to dialogue with diverse stakeholders;
- Strong organizational skills to ensure qualitative outputs under strict deadlines;
- flexibility and effective time management.

## 7. ORGANIZATION - INDICATIVE TIMETABLE - CONDITIONS OF THE MISSION

### 7.1. ORGANIZATION

The start of the mission is scheduled for **30 March 2023**. The indicative duration of the mission is set at **4 months**, until **30 July 2023**.



## 7.2. INDICATIVE TIMETABLE

INTERVENTION	PERIOD
Design, supervision, and drafting of the final report	From <b>30 March 2023</b> to <b>30 July 2023</b>

Deliverable	Deliverable Description	Time indicated (from – to)
<b>Deliverable 01 (Design and preparation)</b>	Proposal of methodology, research planning, survey stratification and sampling, survey framework, recruitment and training of the team of interviewers, and preparation of interviews and focus groups	30 March 2023 – 18 April 2023
<b>Deliverable 02 (Field implementation and reporting)</b>	Implementation and report of the survey, interviews, and focus groups	19 April 2023 - 19 June 2023
<b>Deliverable 03 (Final reporting)</b>	Final report of analysis of results and recommendations	20 June 2023 – 30 July 2023

## 7.3. CONDITIONS OF THE MISSION

Total availability throughout the duration of the mission (**30 March 2023 – 30 July 2023**).

### APPLICATIONS

Please send your application to [europa@efe.org](mailto:europa@efe.org) (subject: EJ RESEARCH EXPERT).

Please attach to your application file:

- Company profile and resumes of implementing team members;
- Research plan and a proposal for a context-specific methodological approach;
- Financial offer;
- References (2).

Deadline for submitting applications: **28 March 2023** - Date of receipt of the authentic email.