



Foundation for Security and Development in Africa (FOSDA)

## **Terms of Reference (ToR)**

Action Research on the

Implementation of Government Youth Policies and Programmes

(Adwumawura and National Apprenticeship Program)

### **1. Introduction**

Youth unemployment is a critical challenge, with an estimated 25% young people not in education, employment, or training (NEET). This is threatening the attainment of the Sustainable Development Goal 8 (Decent Work and Economic Growth). Achieving SDGs requires urgent, tailored policies to transition youth into formal, decent jobs, fostering entrepreneurship, particularly for young people. Within this context youth development policies and programming have become a priority development approach. In Ghana, 2 key (Adwumawura and National Apprenticeship Program) youth development programs have been launched in 2025 to tackle the problem of youth unemployment.

### **2. Background**

FOSDA under its influencing work on youth development initiated the Ghana Youth Manifesto Tracker to monitor implementation of 104 youth promises including the Adwumawura and National Apprenticeship Program to ascertain their implementation status. The tracker findings formed the basis for dialogue with policy actors, duty bearers and other stakeholders at the 2025 Youth Accountability Forum.

As part of efforts to supporting youth with evidence to demand accountable governance and deepen their activism in decision making processes, FOSDA is producing an action research report aimed at influencing accountable governance reforms in youth development programming. Specifically, the action research will explore the implementation of the 2 flagship programs and in the end determine implementation areas and approaches requiring improvement to propose a strategy/ recommendation for policy review. Findings from the action research will inform FOSDA and Ghana Youth Manifesto Coalition (GYMC) advocacy for a functioning and inclusive citizen engagement platform influencing accountable governance reforms in Ghana.

### **3. Activity Description**

FOSDA, with support from OXFAM, seeks to conduct action research of two (2) key youth development programs i.e Adwumawura and the National Apprenticeship Program implementation in Ghana. The research will comparatively analyse implementation approach/strategy, emerging results and options to maximize benefits towards youth employment. A detailed action research report will be produced to guide advocacy targeting the Ministry of Youth, National Entrepreneurship and Innovation



Plan (NEIP), National Youth Authority (NYA) and Parliamentary Select Committee on Youth. Against this background FOSDA seeks the services of a consultant to lead the Action Research using a participatory and inclusive action research approach.

#### **4. Action Research Objective**

The overall objective of the consultancy is to conduct a comprehensive review of the implementation of the Adwumawura and National Apprenticeship Program in Ghana by comparatively analysing implementation, emerging results and options to maximize benefits, in order to produce empirical knowledge for advocacy and policy engagement. Specific objectives include to:

- a. Undertake a contextual analysis of the Adwumawura and National Apprenticeship Program implementation in Ghana.
- b. Analyse the comparative advantage and emerging trends of implementation.
- c. Assess the implementation learnings for advocacy and policy review.
- d. Determine implementation areas/approaches requiring improvement.
- e. Propose a strategy/ recommendation for policy review of the Adwumawura and National Apprenticeship Program implementation.

#### **5. Consultant Responsibilities and Tasks**

- a) Hold inception meetings with FOSDA's leadership and technical team.
- b) Develop appropriate data collection instruments for comparative analyses of the implementation of Adwumawura and National Apprenticeship Program.
- c) Undertake field data collection (interviews, document reviews etc).
- d) Analyse data covering on implementation, emerging results, options/opportunities to maximize implementation benefits.
- e) Produce a draft Action research Report for FOSDA's review.
- f) Finalise the Action research Review Report based on feedback.
- a) Develop a PowerPoint presentation summarising key findings and recommendations for the 2026 Annual Youth Festival/Annual Dialogue with the President.

#### **6. Timelines and Deliverables**

The assignment is expected to start on **27th April, 2026** for **20 working days** within a period of **2-3months** starting from the date of contract signing. Key deliverables include the following:

- b) Inception report with detailed workplan, methodology, and data collection instruments.
- c) Draft Action Research Report.
- d) Final Action Research Report.
- e) PowerPoint presentation summarising findings.
- f) Presentation of key findings at the 2026 Annual Youth Festival/Annual Dialogue with the President.



## **7. Coordination**

The Executive Director of FOSDA will be the principal contact person or a designated Research officer. FOSDA will provide relevant documents where possible. Oversight will include **bi-weekly meetings** with the FOSDA Team to discuss progress, emerging challenges, and required support.

## **8. Qualification Requirements**

- a) Minimum of Master's degree in Research and Public Policy, Youth Development Policy, Implementation Science, Development Studies, Statistics, or related field. (Bachelor's degree plus 5+ years' experience in Action Research may be considered.)
- b) At least 5 years of professional experience in action research design, youth development policy analysis, M&E, or policy analysis, planning and implementation.
- c) Strong knowledge of Ghana's Youth Development sector.
- d) Excellent comparative analytical skills, report writing skills, and communication skills to deliver complex information to various audiences effectively.

## **9. Application**

Qualified candidate(s) should send their CVs, evidence of similar assignments and budget to [research@fosda.org](mailto:research@fosda.org) and cc: [info@fosda.org](mailto:info@fosda.org) or follow the google coordinates [MQH9+6GV, Kwabenya] to submit a hardcopy to FOSDA office at Rocky Mount Street, near Regina Mundi School, Kwabenya-Musuku, Accra no later than 24<sup>th</sup> April, 2026. Applications will be evaluated based on qualifications, relevant experience and proposed budget.

The subject of the email should read: **ToR-2026 FOSDA Action Research.**

**Please note:** Only shortlisted candidates will be contacted

## **10. Confidentiality**

All documents, data, and information generated during this assignment shall remain the property of FOSDA and shall not be shared without prior written consent.