



## **Next Gen RH Community of Practice (CoP) Terms of Reference**

### **Introduction**

There has never been a more critical time to focus on the reproductive health needs of adolescents and youth than today. Ensuring that the needs of this population are met is important to achieving improvements in reproductive health globally. There is no time to wait. Now is the time for the next generation of reproductive health programming and research for adolescents and youth.

Next Gen RH is a new Community of Practice (CoP) whose mission is to provide technical leadership in the effective implementation of Adolescent and Youth Sexual and Reproductive Health (AYSRH) programs and advance the research agenda. Supported by youth co-chairs, an advisory committee and general members, the CoP is focused on strengthening collective efforts to advance the field of AYSRH and serves as a platform of collaboration, knowledge sharing, and capacity building to creatively develop solutions to common and emerging challenges and develop and support AYSRH best practices and promising approaches.

### **Next Gen RH CoP's Strategic Goals**

- Improve harmonization and coordination of AYSRH technical guidance and program models at global and country levels.
- Drive innovation and inquiry for best practices not yet realized for country learning.
- Improve meaningful youth engagement and representation within the CoP and the field of AYSRH programs and research.
- Engage in capacity-strengthening approaches that center youth skills and leadership

### **Next Gen RH CoP's Objectives**

- AYSRH Research & Documentation:
  - Create capacity-strengthening opportunities for AYSRH research: data collection, data analysis, and data presentation (data synthesis and dissemination).
  - Facilitate sharing of innovative best practices, lessons learned, and research methods, tools, and findings on a global platform.
- Advocacy:

- Improve AYSRH professionals' capacity to advocate for AYSRH and engage civil society organisations (CSOs) and other stakeholders through local/national coalitions.
- Create opportunities for capacity-strengthening, knowledge exchange, resource mobilisation, sharing best practices, and building accountability.
- Partnership & Engagement:
  - Building partnerships between AYSRH professionals and (1) existing mechanisms for engaging communities in SRH programming specifically for involving unconventional gatekeepers (union/political leaders, influencers, religious leaders etc), (2) strengthening healthcare information & systems, partnerships among youth, relationships between researchers, programmers, technical advisors and youth and, (3) strengthening partnerships among youth led organisations (YLOs).
    - Potential activities include: Building in a mentor platform/mechanism to engage older professionals and young professionals in two-way knowledge sharing and capacity building
- Knowledge Sharing:
  - Utilize knowledge platforms to assist young people working on designing and implementing AYSRH programs encompassing information and tools on power dynamics, gender transformative approaches to exchange knowledge.
    - Potential activities include: Building in a mentor platform/mechanism to engage older professionals and young professionals in two-way knowledge sharing and capacity building

## CoP Structure

- Co-chairs (Youth Co-Chair and coordinating organization Co-Chair)
- Governing body (the Advisory Committee)
  - Position time frame
    - Advisory Committee members serve for a period of 18 months, upon which time, the coordinating organization will put out a new call for applicants and select 13-14 new members.
  - Members
    - Diverse gender and regional representation.
    - For the first year, the Advisory Committee will be composed of the current members.
    - The Advisory Committee should only include young professionals, but there will be discrete and specific ways for older professionals to engage in meetings or provide feedback.
    - This is in support of the youth-led aspect of this committee and the trusting environment that has already been built (recognizing that including older professionals could make youth leaders feel uncomfortable sharing or engaging).
- Small groups focused on each objective
  - One year terms for each member

- Led by Advisory Committee members
- At least one member whose core work focuses on AYSRH
- 5 people in each group
  - Diverse gender and regional representation
  - Advisory Committee Member Lead (1)
  - Young professionals (3)
  - Advisory older professional role (1)
    - Sharing resources and experiences with implementation or evaluation approaches
    - Providing trainings in developing skills required for objective activities (i.e. being a speaker or “trainer” for objective activities that focus on capacity development/strengthening)
    - Providing feedback and review for workplanning and key indicators
    - Leveraging networks and connections for CoP engagement
- General Membership
  - General members will participate in CoP meetings and activities to learn about what the CoP is doing, contribute their experiences, exchange in knowledge sharing, and participate in skills strengthening opportunities.
    - Young professionals and older professionals working in AYSRH
    - Diverse gender and regional representation

## Target Size and Demographics of the CoP

- The target number of people in the CoP:
  - Co-chairs: 2
  - Advisory Committee: 13
  - Small objective working groups: 20
  - General Members: 50 (About 7 members recruited per Advisory Committee member)
- The target demographics of the CoP include, but are not limited to:
  - Co-chairs:
    - AYSRH young professional and one coordinating organization team member
      - From Africa, Asia, or Latin America and the Caribbean (LAC)
      - Strive to consider gender representation in the co-chairs chosen (e.g., male, female, nonbinary)
      - Age: 18-35
  - Advisory Committee
    - AYSRH young professionals
      - Strive to consider gender representation in the members chosen
      - From Africa, Asia, or LAC
      - Age: 18-35
  - Small Objective Working Groups
    - Young professionals
      - Age: 18-35

- Diverse gender representation
  - From Africa, Asia, LAC
  - Work focuses on AYSRH
- Older professional advisor
  - Age: Over 35
  - Diverse gender representation across the four objective working groups
  - From Africa, Asia, LAC
  - Work focuses on AYSRH (Significant experience in the field as well as working with and partnering with young people)
- General Membership
  - 60% young professionals (age 18-35)
  - 40% older professionals
  - Diverse gender representation
  - Majority from Africa, Asia, LAC (but open to all regions)

## **All Members General Expectations**

- Members are willing to share challenges, and lessons learned as well as successes in a safe space where consent is provided to share challenges with a wider audience
- Members strive to create an environment of trust and to foster insightful, non-threatening discussion of ideas and experiences
- Members agree to be respectful and use appropriate language in group discussions and to listen and respond to each other with open and constructive minds. Members will not be afraid to respectfully challenge one another by asking questions, but refrain from personal attacks -- focus on ideas
- Members will attempt to build on each member's strengths, and help each other improve areas in need of further development
- Members distribute leadership responsibilities and collectively share in the management of the community and the development of community products through small groups centered around each objective
- Members will participate to the fullest extent possible -- community growth depends on the inclusion of every individual voice and the division of efforts to drive the community forward. The ability to meet objectives also depends on critical participation between among community members

## **Roles and Responsibilities**

### **Co- Chairs**

- Lead CoP in collaboration with other co-chair and CoP coordinator with inputs from technical advisors working with the coordinating organization.
- Facilitate Advisory Committee meetings with CoP coordinator.

- Ensure accountability mechanisms are implemented in collaboration with the Advisory Committee.
- Lead quarterly review meetings with objective small groups and Advisory Committee members.

### **CoP Coordinator**

- Coordinate co-chairs check-in meetings and Advisory Committee meetings.
- Send meeting invites and reminders via email and WhatsApp to co-chairs and Advisory Committee members.
- Ensure streamlined management and maintenance of CoP documents.
- Manage communications related items with coordinating the organization's communications team.
- Support coordination of review of documents related to co-chair and Advisory Committee members.
- Ensure coordinating organization's work plan deliverables are met.
- Participate in quarterly review with co-chairs and Advisory Committee members.
- Coordinate quarterly review meetings and support the review process.

### **Advisory Committee**

- Advisory Committee members will manage implementation of the CoP when it is open to general members starting January 2023 under direction of the co-chairs.
- Commit 4-5 hours of time each month between January and September 2023. (approximately 1.5 hours for meetings, 2.5 for activity preparations and follow up)
- Support the engagement process to engage new general members for the CoP by leading and participating in activities outlined in the engagement strategy. Each Committee member is expected to lead or support at least one engagement activity.
- Support and lead CoP activity design and implementation under the direction of the co-chairs.
  - Four Advisory Committee members will serve as objective small group leads to manage these groups and their activities.
- Member Recruitment - Serve as an advocate for the NextGen RH CoP at the global, regional and country level, and help to identify organizations and individuals to join the NextGen RH CoP.
- Contribute to NextGen RH CoP communications with support from the NextGen RH CoP coordinator and co-chairs.
- Technical Leadership - contribute to the AYSRH body of knowledge within the CoP
- Accountability - Identify members who should receive outreach warning emails (emails from the Advisory Committee and/or the co-chairs re-iterating a member's responsibilities associated with their role and explaining a timeframe in which more active participation and meeting responsibilities is expected before moving on to another person to fill the role) on a quarterly basis and send these emails to Advisory Committee members in collaboration with the co-chairs.
- Participate in quarterly review with co-chairs and Advisory Committee members.

## Objective Small Group Members

- Develop work plan for 6 months of activities to meet objectives with at least 2 key indicators identified to monitor progress.
- Attend meetings as outlined by each small group's schedule.
- Contribute to development and review of documents related to work planning and activity implementation.
- Coordinate and implement objective activities in collaboration with Advisory Committee, co-chairs, and CoP coordinator.
- Participate in quarterly review with co-chairs and Advisory Committee members.

## General Members

- Attend meetings of the CoP and engage in content development as needed/desired.
- Contribute to content within the sub groups.

## Accountability Mechanisms

- Would be different depending on level of membership- general members would have less expectations and it will increase as one reaches Advisory level.
- Punitive measures would be difficult since participation is voluntary- but perhaps could rest with the co-chairs/Advisory Committee.
  - Warnings emails and then communicate to people that we would need to move on to other people for their positions.
    - Outreach warning emails (2 emails before moving on to another person for the position) will include:
      - Expectation to attend meetings. If you cannot attend, communicate ahead of time to let others know you will not attend.
      - Review meeting notes even if you are not able to attend a meeting and add your inputs.
      - Contribute to work outside of meetings (drafting and/or reviewing documents, responding to messages in WhatsApp group).
- Quarterly review of CoP objectives
  - Based on key indicators for each objective developed by objective small groups

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