


TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT SRH in Emergencies (SRHiE) Analyst

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA PSRO, Suva Fiji
Purpose of consultancy:	<p>UNFPA's Pacific Sub-Regional Office (PSRO), located in Fiji, assists 14 Pacific Island Countries and Territories (PICTs) to strengthen national capacity to end maternal death, end unmet need for family planning, and end gender-based violence and harmful practices in both development and humanitarian contexts. The 6th Sub-regional programme document for Pacific Island countries and territories (CPD 2018-2022) includes strengthening access to quality integrated sexual and reproductive health services for women, adolescents, and youth, across the development humanitarian nexus includes with a specific indicator to ensure that countries can implement Minimum Initial Service Package at the onset of crises.</p> <p>UNFPA Pacific received confirmation of USAID grant (720BHA21I000233) on 16 August 2021 for the project UNFPA SRHR and GBV Outreach Services: Strengthening continuity of essential SRH and GBV Services During Health Pandemics and Natural Disasters over the period August 20, 2021, to April 17 2023. The goal of the project is to contribute to the reduction of maternal morbidity and mortality including the unmet need for family planning through immediate access to life-saving SRH and GBV services during a crisis. The project has three (3) outputs;</p> <ul style="list-style-type: none"> ● Output 1: SRH - Access of vulnerable women and girls to safe, life-saving quality SRH information and services is maintained during the COVID-19 pandemic and natural disasters. ● Output 2: GBV - Access of women and girls to essential GBV information and services is maintained during the COVID-19 pandemic and natural disasters [Coordination, GBV service capacity] ● Output 3: Health systems capacity strengthened across humanitarian-development nexus <p>UNFPA is seeking the professional services of an individual consultant at a NOB level to be based in Suva, Fiji to support coordination and implementation of various capacity building to accelerate national capacities for lifesaving SRH and GBV interventions during emergencies that are inclusive, localized and accountable. This will require travel within Fiji and the Pacific Region when needed.</p>
Scope of work:	<ul style="list-style-type: none"> ● In a multi-country office (MCO) operating environment, the SRH in Emergencies Technical Officer will play a vital role in promoting

<p><i>(Description of services, activities, or outputs)</i></p>	<p>partnership, synergies, and strategic alliances with counterparts in government, multilateral and bi-lateral agencies and civil society to advance national capacities for SRHiE programming.</p> <ul style="list-style-type: none"> ● She/he will work at the national and sub-national levels to ensure that the agreed strategic interventions of the USAID programme are implemented in the context of relevant national disaster and development frameworks in the areas of SRH in general and more specifically of SRH in emergencies to ensure response and service delivery readiness during emergencies. ● She/he will contribute to the coordination and smooth implementation of UNFPA activities in the areas of sexual and reproductive health (SRH) and health sector response to gender based violence (GBV) in emergencies, and provide information on achievement of results in the implementation of this component. ● The SRH Technical Specialist will facilitate and coordinate Implementing Partners, government departments, technical advisers and experts and contribute to UN systems coordination through participation in technical dialogue, documentation and knowledge management of emerging good practices and provision of inputs into joint common system initiatives ● In coordination with relevant partners, provide technical support in the implementation of SRH telehealth and Women Friendly Spaces and Outreach services at sub-national levels and their integration into national and sub-national processes as part of the humanitarian response through consultations with beneficiary countries. ● Organize with government counterparts relevant to SRH in emergency training including MISP, GBViE, and strategise on its implementation through country consultations. ● Support the convening of regular RH stakeholder meetings to problem solve and strategize the implementation of the MISP, telehealth and to support the development of technical resource materials. ● Liaise with Central Medical Stores to improve the supply chain systems to ensure no stockouts of SRH supplies at health facilities especially during emergencies and pandemics. ● Support the Humanitarian Specialist in providing specifications for RH in emergency related commodities, including RH kits and supporting procurement processes working with the RHCS team and the National Medical Stores of countries. ● Ensure regular communication among all levels and report back on key conclusions and on challenges requiring resolution (e.g., policy or other barriers that restrict the population's access to SRH services in emergencies including in pandemics like COVID 19) or the overall national and sub-national health coordination mechanism. This includes identifying synergies and gaps and avoiding a duplication of efforts and parallel structures. ● Support the roll out of MISP and SRH telehealth implementation and audience-specific orientation sessions when and where feasible (e.g., for service providers, community health workers, program staff and the affected population, including adolescents).
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	<ul style="list-style-type: none"> ● Liaise with other sectors (safety & protection, water and sanitation, community services, etc.) to address RH-related concerns in emergencies and document them as relevant. ● Prepare project briefs; concept notes and provide substantive content to programme related communications activities in coordination with the Communications Analyst ● Provide substantive inputs to SRH component of progress reports as part of programme monitoring and reviews. ● Support health partners to seek RH funding through humanitarian planning processes and appeals in coordination with the health sector/cluster for expansion where prioritized. ● The SRH Technical Specialist reports directly to the PSRO Humanitarian Specialist in close coordination and synergy with the Humanitarian Team. ● Perform other duties as may be required by the Country Representative.
Duration and working schedule:	This contract is valid from the 1st May - 30th September, 2023 covering a period of 5 months. The SRHiE Analyst will be required to work from Monday - Friday (5 days a week)
Place where services are to be delivered:	The post is based in Fiji with outreach to Pacific countries
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> ● Monthly work plan at the beginning of each month based on the humanitarian team's key priorities. ● Concept Notes on remaining MISP trainings, ASHRIE and MRA workshops ● Draft SoPs for inclusion of SRH in COVID-19 Response Services in selected Pacific countries ● SRH technical inputs on UNFPA Advocacy Briefs and Humanitarian Preparedness and Response Plans. ● Training Reports on MISP and ASHRIE
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Activities and progress will be monitored through regular contact with consultants and based on the mutually agreed monthly deliverables. Consultant should submit monthly progress reports by e-mail.
Supervisory arrangements:	Supervised by the PSRO Humanitarian Specialist
Expected travel:	Fiji and other Pacific Island countries (to be determined)

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>The consultant must process the following:</p> <p>Education:</p> <p>Bachelor's degree in public health, medicine, sociology, demography, international development, management or other related field or equivalent with 4 years of relevant and increasingly responsible professional experience.</p> <p>OR</p> <p>Master's Degree in Public Health, medicine, sociology, demography, international development, management or other related field or equivalent with 2 years of relevant and increasingly responsible professional experience.</p> <p>Knowledge and Experience:</p> <ul style="list-style-type: none"> ● Substantive knowledge and practical experience in Monitoring and Evaluation and information management; sexual and reproductive health; and Humanitarian and programming in emergency response. ● Strong programme management experience. ● Field experience is a strong asset. ● Fluency in English and other local dialects spoken in the region is required.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>Internet connectivity, office space. Consultant is required to utilise their own laptop</p>
<p>Other relevant information or special conditions, if any:</p>	<p>The officer will be paid at the end of the month based on submission of monthly deliverables as agreed.</p>
<p>Approved COA</p>	<p>USAID (Phase 2)</p>
<p>Signature of Requesting Officer in Hiring Office Ana Maria Leal, Humanitarian Specialist UNFPA Pacific</p> <p>Date: 02-Apr-2023</p> <div style="text-align: right;"> <p>DocuSigned by:  AF2E829C6191482...</p> </div>	
<p>Signature of Reviewing Officer Saira Shameem</p>	

Deputy Director & Deputy Representative
UNFPA Pacific

Date: 02-Apr-2023

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Saira Shameem
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Signature of Approval Officer

Iori Kato
Director & Representative
UNFPA Pacific

Date: 03-Apr-2023

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