

TERM OF REFERENCE FOR INDIVIDUAL CONSULTANT

<b>National Consultant - Temporary Programme Specialist for Reproductive Health</b>	
Hiring Office	UNFPA Indonesia CO
Purpose of consultancy	The Temporary Programme Specialist for Reproductive Health ensures the effective management of UNFPA activities in the areas of reproductive health, with special focus on maternal health and family planning. S/he oversees project formulation, implementation and evaluation, joint programming initiatives and national development frameworks. S/he leads the programme team and collaborates with the CO's operations/administrative support staff.
Background	<p>UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's strategic plan (2022-2025), continues its focus on acceleration of the achievement of the three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.</p> <p>UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need a Temporary Programme Specialist who has sound technical knowledge and expertise in the area of reproductive health, is exceptional in programme management and committed to deliver excellence in programme results.</p>
Scope of work <i>(Description of services, activities, or outputs)</i>	The Programme Specialist advances the ICPD policy agenda in a politically sensitive environment responding to changing substantive priorities of Governments. The Programme Specialist facilitates and coordinates technical advisers and experts and promotes partnership, synergy and strategic alliances with counterparts in government, multilateral and bilateral agencies and civil society. S/he contributes to UN systems coordination through participation in policy dialogue and provision of inputs into joint common system initiatives. The Programme Specialist oversees the work of the programme team as well as consultants, advisors, and experts and establishes and maintains collaborative relationships with counterparts in government, multilateral and bilateral donor agencies and civil society to address emerging issues. S/he must effectively influence counterparts from diverse backgrounds to contribute to achieving UNFPA's mandate. Internal contacts include the Representative, Assistant Representative, the CO's programme/ technical team. External contacts include other UN agencies in the country, and counterparts and partners in Country programme activities, including international NGOs, experts etc.

	<p>In collaboration with Government counterparts, NGOs and other partners, the Temporary Programme Specialist oversees the implementation of the 10<sup>th</sup> Country Programme’s outputs on Maternal Health and Reproductive Health and Family Planning as follows:</p> <ul style="list-style-type: none"> <li>● Oversee achievement of programme results by ensuring appropriate policies and procedures are applied by programme team, and appropriate monitoring and oversight mechanisms and systems are established and implemented</li> <li>● Oversees project implementation, facilitates coordination between IPs in SRHR related interventions for timely and efficient delivery of project inputs. This includes among other the key interventions in the area of integrated planning and budgeting on RH for maternal mortality reduction; rights-based family planning programming; Family Planning 2030 and South-South and Triangular Cooperation in the areas of Reproductive Health</li> <li>● Assess implications of new policy developments and strategies on programme execution and ensure appropriate implementation.</li> <li>● Ensure completion of high-quality knowledge products on Reproductive Health and use this knowledge for information sharing and planning future strategies.</li> <li>● Participate in advocacy and resource mobilization efforts of Country Office by ensuring preparation of relevant documentation, i.e. project summaries, conference papers, speeches, donor profiles, and participating in related donor meetings and public information events.</li> <li>● Carry out any other duties as may be required by the UNFPA Country Office.</li> </ul> <p>Deliverables:</p> <ol style="list-style-type: none"> <li>1. Monthly report on the project implementation (English)</li> <li>2. Final Report (good practices, challenges and lessons learned) (English)</li> <li>3. Minutes of meetings with follow up plans (if applicable)</li> </ol>
Duration and working schedule	The consultancy will work on a full-time basis, starting from July to October 2022 with potential extension as needed.
Place where services are to be delivered	UNFPA CO Jakarta. However currently UNFPA is implementing alternate working modality, UNFPA and related partners will facilitate a number of meetings/workshops, discussion through virtual meetings.

<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.)</p>	<p>The UNFPA standard method of payment is the monthly based and the payment will be made upon completion of the tasks and receiving of the monthly report and approved timesheet as agreed at the time of signing of contract. The amount paid shall be inclusive of all associated costs.</p> <table border="1" data-bbox="581 394 1226 657"> <thead> <tr> <th data-bbox="581 394 1019 426">Deliverables</th> <th data-bbox="1027 394 1226 426">Duration</th> </tr> </thead> <tbody> <tr> <td data-bbox="581 436 1019 520">1. Consultancy monthly progress report</td> <td data-bbox="1027 436 1226 520">Week 4 every month</td> </tr> <tr> <td data-bbox="581 531 1019 657">2. Final Report (good practices, challenges and lessons learned) (English)</td> <td data-bbox="1027 531 1226 657">End of contract</td> </tr> </tbody> </table>	Deliverables	Duration	1. Consultancy monthly progress report	Week 4 every month	2. Final Report (good practices, challenges and lessons learned) (English)	End of contract
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<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline</p>	<p>The Assistant Representative will provide directions to the Temporary RH Programme Specialist through regular meetings and day to day individual contacts or through virtual discussion.</p>						
<p>Supervisory arrangements</p>	<p>The Temporary RH Programme Specialist will work under the overall guidance of the Representative and day to day supervision by the Assistant Representative.</p>						
<p>Expected Travel</p>	<p>S/he will need to carry out field missions as per the approved WP, however, the implementation will be based on the Representative's clearance according to the latest policy for travels during the COVID19.</p>						
<p>Required expertise, qualifications and competencies, including language requirements</p>	<p><b>1. Required Skills and Experience</b></p> <ul style="list-style-type: none"> <li>a) Advanced degree in health, population, demography and/or other related social sciences field.</li> <li>b) Five years professional experience in the field of reproductive health activities</li> <li>c) Experience in programme/project management including experience in large multi-sector projects, designing and appraising proposals and actively liaising with relevant and potential project partners.</li> <li>d) Sound experience in implementing SRH programme in a development context or humanitarian situation.</li> </ul> <p><b>2. Competencies</b></p> <ul style="list-style-type: none"> <li>a) Providing strategic focus</li> <li>b) Engaging internal/ external partners and stakeholders</li> <li>c) Leading, developing and empowering people/ creating a culture of performance</li> <li>d) Making decisions and exercising judgement</li> </ul>						

	<p><b>3. Functional Skill Set</b></p> <ul style="list-style-type: none"> <li>a) Advocacy/ Advancing a policy-oriented agenda</li> <li>b) Leveraging the resources of national governments and partners/ building strategic alliances and partnerships</li> <li>c) Delivering results-based programme</li> <li>d) Internal and external communication and advocacy for results mobilization</li> </ul> <p><b>4. Language</b></p> <p>Excellent communication, facilitation and report-writing skills in English and Bahasa Indonesia.</p>
<p>Inputs/ services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment, document), if applicable</p>	<p>UNFPA will provide relevant documents as described in the scope of work of the consultancy prior to the assignment. The documents for references are saved in the Gdrive link here:</p> <ul style="list-style-type: none"> <li>1. Implementation of the Integrated Rights-based Family Planning and Maternal Health piloting design</li> <li>2. Rights-based Family Planning Strategy</li> <li>3. Other related documents to be identified further.</li> </ul>