UNICEF works in some of the world’s toughest places, to reach the world’s most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential.

Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone.

And we never give up.

For every child, a better future

UNICEF Thailand Country Office (TCO) works to ensure the rights of all children in Thailand. This means the rights of every child living in this country, irrespective of their nationality, gender, religion or ethnicity, to:

- **survival** – to basic healthcare, peace and security;
- **development** – to a good education, a loving home and adequate nutrition;
- **protection** – from abuse, neglect, trafficking, child labour and other forms of exploitation; and
- **participation** – to express opinions, be listened to and take part in making any decisions that affect them

How can you make a difference?
The Social Policy Section, UNICEF Thailand Country Office is seeking an individual consultant to conduct risk assessment, security assessment, analyze data, hardware and software needs which will support the integrated and upgraded Child Support Grant (CSG) design and costed plan for the Department of Children and Youth. In addition to this, the consultant will provide technical facilitation to International Consultant responsible for MIS architecture design.

Work Assignment:
Under the supervision of the Social Policy Officer and under guidance of DG (DCY), the consultant will work closely with the international consultant on MIS, UNICEF Social Protection team as well as technical officials in Department of Children and Youth. The consultant will be responsible for the following key specific tasks:
7.1 Provide national coordination support also translation (Thai-English) as needed to support the work of an International Consultant in reviewing the existing MIS to define gaps and challenges.

7.2 Conduct risks assessment of MIS design and development process and suggest measures for the proposed upgraded and integrated MIS and identify preventive actions.

7.2 Develop Security Plan to be adopted by national counterparts: Based on security aspects of the risks assessment and mitigation measures propose a security plan/protocol while incorporating i) the security and confidentiality of programme software, hardware, and information; ii) suggest protective and preventive measures against the security threats and integrity of the information; iii) plan to protect against any unauthorized access to the system/information; and iv) protocol of system/data/information security, privacy and secure sharing among the key stakeholders.

7.3 Recommend any changes/upgrades on ICT/IT4D which involves but not limited to network and hardware: In line with the systems requirements specification proposed by the International Consultant, carryout quick analysis of existing hardware and propose required hardware such as servers, workstations, network connectivity, telecommunication support, printers and other devices needed to operationalize the MIS system.

7.4 MIS Standards (both national and international): Identify key existing national standards and practices on MIS development and propose relevant standard to be adhered to in the collection, transfer, and storage of the information. Propose MIS technical and legal/regulation (both national and international) standards.

7.5 Conduct information needs assessment: Collect and store on their MISs the essential information set out in these guidelines. In addition to this suggest MIS reporting module/Dashboard the DCY will require to establish effective link between MIS and M&E.

7.6 Provide coordination and translation support to International Consultant to deliver capacity building training to relevant technical officials in the DCY.

Work Schedule and Deliverables:
In consultation and collaboration with the UNICEF and relevant partners, especially the Department of Children and Youth (DCY) the consultant will be responsible for ensuring the following activities have been undertaken as scheduled.

<table>
<thead>
<tr>
<th>Results/ activities</th>
<th>Expected deliverables</th>
<th>Estimated timeline</th>
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<tbody>
<tr>
<td>8.1 Provide national coordination support also translation (Thai-English) as needed to support the work of an International Consultant in reviewing the existing MIS to define gaps and challenges.</td>
<td>- Report on Risks Assessment and Mitigation Measures accepted by DCY - Meeting minutes</td>
<td>8 days</td>
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<tr>
<td>8.2 Develop Security Plan: Based on security aspects of the risks assessment and mitigation measures propose a security plan/protocol while incorporating i) the security and confidentiality of programme software, hardware, and information; ii) suggest protective and preventive measures against the security threats and integrity of the information; iii) plan to protect against any unauthorized access to the system/information; and iv) protocol of system/data/information security, privacy and secure sharing among the key stakeholders.</td>
<td></td>
<td>7 days</td>
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<tr>
<td>8.3 Advise on required network and hardware: In line with the systems requirements specification proposed</td>
<td>Report on hardware and networking requirements of the</td>
<td>5 days</td>
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</table>
by the International Consultant, carry out quick analysis of existing hardware and propose required hardware such as servers, workstations, network connectivity, telecommunication support, printers and other devices needed to operationalize the MIS system

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<tr>
<td>8.4 MIS Standards (both national and international): Identify key existing national standards and practices on MIS development and propose relevant standard to be adhered to in the collection, transfer, and storage of the information. Propose MIS technical and legal/regulation (both national and international) standards.</td>
<td>upgraded and integrated MIS system accepted by DCY</td>
<td>5 days</td>
</tr>
<tr>
<td>8.5 Conduct information needs: Conduct information needs, should collect and store on their MISs the essential information set out in these guidelines. In addition to this suggest MIS reporting module/Dashboard the DCY will require to establish effective link between MIS and M&amp;E</td>
<td>Report on information needs for the proposed MIS accepted by DCY</td>
<td>5 days</td>
</tr>
<tr>
<td>8.6 Provide coordination and translation support to International Consultant to deliver capacity building training to relevant technical officials in the DCY</td>
<td>Training materials and presentations</td>
<td>5 days</td>
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<tr>
<td>Total</td>
<td></td>
<td>35 days</td>
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End Product:
- Report on Risks Assessment and Recommendation on Mitigation Measures
- Report on hardware and networking requirements of the upgraded and integrated MIS
- Report on information needs, should be collected and stored for the proposed MIS with inclusion of the reporting module.
- Develop training materials and presentations in Thai based on the original document in English

Estimated Duration of Contract: 35 working days during December 2019 – March 2020

Official Travel: Travel to some selected provinces in discussion and agreement with supervisor.

Qualifications or Specialized Knowledge/Experience Required:
- Masters/Bachelor’s degree in computer sciences/Engineering, Information Technology;
- A minimum Five (05) years direct professional work experience on the assignment. Experience of Myanmar is essential. Experience of Thailand is essential.
- Fluency in English (verbal and written)
- High Fluency in Thai (verbal and written)
- Experience in facilitating capacity building programme / training, highly desirable
- Proven experience in working with government agencies, preferred.

Additional desirable qualifications:
• Professional technical knowledge/expertise in Software Development, System Engineering, Information Systems architecture design and data base management.
• Professional technical knowledge/expertise in MIS standards, database management, data protection, network, security standards etc.
• Professional technical knowledge/expertise in road map design, MIS systems costing and plan development
• Experience in MIS project management and rolling out of large scale MIS systems especially in capacity constraints environment/developing countries is highly desirable.
• Knowledge of social cash transfers preferably in the South East Asian context, familiarity with Thailand and ASEAN context is a big plus.
• Excellent analytical and presentation skills including skills of conducting workshops.
• Human Rights, Gender equality and diversity awareness is an asset

Interested candidates are requested to submit CV or P11, cover letter, full contact information of minimum 2 references, availability, and daily professional fee in THB by **16 December 2019**.

** Re-advertisement: previous candidates do not need to re-apply **

For every Child, you demonstrate...

UNICEF’s core values of Commitment, Diversity and Integrity and core competencies in Communication, Working with People and Drive for Results.

View our competency framework at


Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

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UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.