TERMS OF REFERENCE

Individual Consultant: Consultant for Climate Change and Environmental Sustainability (CCES)- (Open to National Consultants only)

Duty Station: New Delhi (home based)

Contract Duration: 12 months

Closing Date: 10 November 2025

1. BACKGROUND AND PURPOSE

Climate change is significantly impacting India through increased temperatures, extreme weather events, and disruptions to natural resources. These changes are leading to more frequent and intense heatwaves, erratic monsoon patterns, droughts, floods, and rising sea levels. While India has improved its Climate Risk Index (CRI) from 7th in 2019 to 49th in 2022 country most affected by the climate crisis it still bears a significant brunt of climate change. Historically, based on data from the last 3-decades (1993-2022), India is 6th most affected country globally considering intensity and severity of extreme weather events. More significantly, India is affected by recurring extreme events, also categorized as continuous threats.

India also is ranked 26th out of 163 countries in the CCRI, indicating a high level of vulnerability for children due to climate change impacts. India's position in the CCRI means that a significant number of children in India are at risk due to climate change and every year millions of children are affected by drought, floods, and other climate-related issues, leading to homelessness, hunger, and lack of access to healthcare and clean water.

In alignment with UNICEF's commitment to protect children and young people and the emerging national and sub-national initiatives on climate change, UNICEF-India has kept climate change and environmental sustainability (CCES) as one of the key priority areas in its Country Programme (2023-27). The objective of having CCES as a priority is to ensure that climate resilient and sustainable interventions become an integral part of UNICEF's programmes and operations. The CCES is also harmonized with the recent UNICEF-Global initiative, Sustainability and Climate Action plan (SCAP), which strives to mainstream sustainability and climate action both internally and externally, through protecting the lives, health and well-being of children and their communities; empowering children with developmental opportunities and skills; and reducing emissions and the environmental footprint within UNICEF.

In line with the CPD 2023-2027 and the RWP 2025-2027, the proposed consultancy will support WASH section to lead on a convergent approach to integrating climate change (CCES) issues into the wider ICO programmes. It is aligned to CPD 2023-2027 Output 505: By 2027, children and caregivers, especially the most vulnerable, have access to and use gender-sensitive, climate-resilient, safe, and affordable WASH services at home and in institutions, and adopt improved hygiene practices.

The CCES Consultant will provide support for the integration of climate and environmental sustainability actions into India Country Office's programmes and operations, including by supporting operationalization of UNICEF's Sustainability and Climate Change Action Plan (SCAP) for UNICEF India. Additionally, the CCES consultant will also support UNICEF's WASH program to further mainstream climate and

environmentally resilience into its WASH program, in a strategic way which factors current capacity and specific added value of UNICEF in India to ensure that every child, including adolescents, has access to safe, resilient water, sanitation and hygiene services and lives in a safe and sustainable climate and environment.

Additionally, the CCES consultant will also support UNICEF's WASH program to further mainstream climate and environmentally resilience into its WASH program, in a strategic way which factors current capacity and specific added value of UNICEF in India to ensure that every child, including adolescents, has access to safe, resilient water, sanitation and hygiene services and lives in a safe and sustainable climate and environment.

2. OBJECTIVES

UNICEF India CCES programming and advocacy

- Develop high level advocacy briefs on UNICEF India engagement on climate change agenda.
- Identify national and state level opportunities and support UNICEF India engagement in youth-led and youth-inclusive action on CCES issues, including but not limited to LCOY 2026, COP31 and UNEA 8.
- Use existing evidence (e.g. Climate Landscape Analysis for Children India) to identify opportunities for integration and scale up of climate and environmental actions in line with UNICEF's SCAP programming priorities.
- Conduct capacity building orientation and/or training for UNICEF staff on CCES related programming e.g. climate finance, developing monitoring tools and indicators, advocacy with government on CCES, etc.
- Develop concept notes and/or project proposals for CCES programming.
- Develop materials for key advocacy days that promote visibility of UNICEF India's CCES work.
- Review and propose integration of CRW messaging, technical approaches, and other content into existing WASH materials e.g. sanitation and drinking water supply guidelines, WASH in school toolkits for teachers and students, etc.
- Develop advocacy briefs on CRW aligned with the UNICEF SP 2026-2029, aligned with government and donor agendas.
- Engage with 2-3 state offices on scaling-up existing CRW initiatives. Document the process and outcomes for cross-learning and scaling-up most effective approaches.
- Identify partnership opportunities with government counterparts and with development partners, to operationalize CRW within existing flagships and programmes.

3. MAJOR TASKS AND ACTIVITIES TO BE ACCOMPLISHED

- High level advocacy notes, briefs, and other materials for CCES internal and external events developed.
- National and state level initiatives related to youth empowerment and engagement in climate change advocacy (including LCOY 2026, COP31, UNEA8) supported.
- At least 2 CCES advocacy brief/knowledge products are developed.
- At least 3 quarterly coordination and monitoring reports of CASG/I-CAP 2025-2027 done.
- Materials for Climate Action Steering Group (CASG) and I-CAT meetings prepared.

- Quarterly check with FOs about their CCES coordination done.
- Inputs to CCES internal and external reporting collected bi-annually.
- Two to three state-level CCES and CRW interventions directly supported with incorporation of CRW activities, with documentation of challenges, lessons learned and opportunities for replication and scale up in other states.
- Inputs provided to knowledge materials developed by the CAP Section on CCES and/or CRW for key international days and weeks, e.g. World Water Day, World Environment Day etc.
- Training modules, handbooks, reports related to climate change developed by various sections are reviewed and inputs provided to reflect UNICEF's position and engagement in climate change programming.
- Support provided to WASH Output Leads for further mainstreaming of CCES in CRW programming, including strengthening of UNICEF WASH staff and other sector stakeholders' capacities on CRW, identification and documentation of best practices, CRW reporting.
- Inputs to concept/investment notes and funding proposals in CCES and CRW. Two CRW/CCES related funding opportunities identified and supported.

Work Assignment Overview (*Include Major Tasks and Activities)*	**Deliverables/Outputs**	**Timeline/Specific Date for submission of Deliverable**
Develop high level CCES advocacy briefs on UNICEF India engagement on climate change (approx. 7 pages each)	CCES advocacy brief	30 Apr 2026
		15 July 2026
		15 Oct 2026
Develop knowledge products on UNICEF India engagement on climate change (approx. 5 pages each)	CCES knowledge products	28 Feb 2026
		30 April 2026
		15 August 2026
		15 Oct 2026
Assess national and state level opportunities for UNICEF India engagement in youth-led and youth-inclusive action on CCES issue (LCOY 2026)	Assessment report on UNICEF's engagement in LCOY 2026	30 September 2026
Assess national and state level opportunities for UNICEF India engagement in youth-led and youth-inclusive action on CCES issue (COP31 and/or UNEA 8)	Assessment report on UNICEF's engagement in COP31/UNEA8	15 December 2026
Prepare materials for I-CAT and CASG meetings	Presentation and meeting reports of CASG/I-CAT meetings	31 March 2026 30 June 2026 30 September 2026 15 December 2026
Identify integration and scale up of climate and environmental action approaches in line with UNICEF's SCAP programming priorities (approx. 5 pages each)	Note on opportunities for integration of CCES into four sections program	30 March 2026

Develop project proposal for climate financing in donor prescribed format	Climate financing project proposal in word document format	15 May 2026
Develop materials for World Water Day and World Environment Day (approx. 3-5 pages)	Human interest stories in word document with pictures	22 March 2026 5 June 2026
Review and propose integration of CRW messaging, technical approaches, and other content into existing WASH and education materials	Key recommendations for WASH and education) focusing on submitted	15 Oct 2026
Inputs provided to communication materials developed by the CAP Section on CCES and/or CRW for key international days (World Water Day, World Environment Day)	Communication materials reviewed and technical feedback submitted	22 March 2026 5 June 2026

4. DUTY STATION

New Delhi (home based).

5. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)

Five trips (air travel) of 4 days each.

6. ESTIMATED DURATION OF CONTRACT

12 months.

7. QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Qualification:

Master's degree in environmental, social, or political sciences.

Required skills and experience:

- Minimum 7 years of work experience in the field of environmental; social, political sciences or other related fields of study.
- Thorough knowledge of India's and global climate change and environment policies, programming and advocacy.
- Ability to coordinate and contribute to formulation of strategies and policies.
- Good communication and writing skills.
- Experience in working with UN, INGOs, etc. is an asset.
- Fluency in English; and knowledge of Hindi language is an asset.

8. TECHNICAL EVALUATION CRITERIA (WITH WEIGHTS FOR EACH CRITERIA)

Technical and Financial ratio is 75:25 (technical proposal-75 points and financial proposal-25 points)

S. No.	Evaluation Criteria	Max. Marks	Min. Marks
1.	**Relevant Experience:** Minimum 7 years of work experience in the field of environment; social, political sciences or other related field of study.	**20**	**34**
2.	Experience in working with UN agencies and major international development institutions on areas related to climate change and environment	**10**	
3.	Experience coordination role in environment and climate change	**15**	
	Sub-total	**45**	
4.	Interview *(minimum of 34 out of 45 marks is the qualifying mark)*	**30**	--
	Total	**75**	**56**

Note: Qualifying score in technical evaluation is 56 out of 75. Candidates scoring the highest points out of total technical and financial score will be selected for the award.

9. PAYMENT SCHEDULE

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.

10. IMPORTANT NOTES

- Individuals engaged under a consultancy or individual contract will not be considered "staff members" under the Staff Regulations and Rules of the United Nations and UNICEF's policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- The selected candidate is solely responsible to ensure that the health insurance (and visa if applicable) required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities

UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

HOW TO APPLY:

The application to be submitted through the online portal and must contain **three** separate attachments, as follows:

1. A cover letter (max 2 pages) outlining understanding of the scope and activities, motivation to undertake it and demonstrating fit for the assignment **(to be uploaded online under "Cover Letter" tab).**
2. An updated CV demonstrating all requirements stated above **(to be uploaded online under "Resume" tab).**
3. A financial proposal indicating all-inclusive amount (professional fee) against each of the deliverable, as per the template attached. Please do not forget to specify your name in the file while saving **(to be uploaded online under "Financial Proposal" tab).**

Important Note: Please do not indicate financials anywhere else in the online application form, please mark "n/a or 00", under the fee related questions in the online application form.

Without all the above 03 documents, your application will be considered incomplete and invalid and will not be considered further.

- Any attempt to unduly influence UNICEF's selection process will lead to automatic disqualification of the applicant.
- Joint applications of two or more individuals are not accepted.
- Please note, UNICEF does not charge any fee during any stage of the process.
- Women, trans, non-binary and gender diverse candidates meeting the requirements are strongly encouraged to apply.
- UNICEF is committed to diversity and inclusion and encourages qualified candidates from all backgrounds including persons living with disabilities to apply.
- General Terms and Conditions for the Consultancy Contract is attached, for your reference.

For any clarifications, please contact:
UNICEF, Supply & Procurement Section,
73, Lodi Estate, New Delhi 110003.
Email: indconsultants@unicef.org