

TERMS OF REFERENCE

TITLE	Rapid Needs Assessment Consultant of WASH in Schools
CONTRACT MODALITY	Homebased/Remote
DUTY STATION	Harare, Zimbabwe
DURATION OF CONTRACT	22 days

Purpose of Assignment

To carry out rapid a needs assessment of WASH(Water, Sanitation and Hygiene) at 10 selected schools, especially water sources in schools and prepare a report detailing the findings.

UNICEF Zimbabwe, with funding from the Global Partnership for Education (GPE) and under the leadership of the Ministry of Primary and Secondary Education (MoPSE), seeks to improve Water, Sanitation and Hygiene (WASH) services in schools across Zimbabwe. The initiative places particular emphasis on drought-prone and hard-to-reach areas, where access to reliable and safe water remains a critical challenge for schools.

To contribute to sustainable solutions, UNICEF intends to support the development of piped water scheme projects and other appropriate water supply interventions, including borehole drilling and mechanization, for schools that currently lack functional water sources. In this context, UNICEF will support MoPSE to identify schools that are difficult to reach and have acute water needs, to prioritize them for water infrastructure investments.

UNICEF Zimbabwe is therefore seeking a consultant to conduct a rapid needs assessment and basic feasibility assessments in a sample of 10 schools. The assessments will determine the availability or lack thereof and reliability of existing water sources, challenges related to water access, and the feasibility of supplying water through borehole development and piped water schemes. Where possible, the consultant will also document the status of WASH facilities in the schools, highlighting key gaps and challenges.

The findings from this consultancy will generate evidence to inform the design, planning, and implementation of water supply interventions aimed at improving access to safe and sustainable water in schools, thereby strengthening learning environments in drought-affected communities

Scope of Work

Work Assignment

The consultant will be expected to work closely with MoPSE and UNICEF Education Section and WASH Section for the following:

1. Design of the needs assessment tools and needs assessment methodology

- a) Agree on data collection modalities with UNICEF (for example, infrastructure review, key informant interview, etc.)
- b) Review data collection tools aligned with purpose of the rapid need assessments.
- c) Revise tools and finalize based on feedback from UNICEF, MoPSE, and other relevant stakeholders

d) The methodology involved agreeing on appropriate data collection modalities with UNICEF, reviewing and revising needs assessment tools to align with the objectives of the rapid needs assessment, and finalizing the tools through consultative feedback from UNICEF, MoPSE, and other relevant stakeholders

2. Collect and review secondary data for the schools

- a) Working with UNICEF and MoPSE, collect and analyze EMIS data related to water sources and WASH to support identification of schools.
- b) Visit all or sample of the District Offices (to be agreed with UNICEF and MoPSE) to collect and review additional data available at decentralized level
- c) Compile secondary data and use to triangulate with findings in the needs assessments (primary data collection)

3. Identification of the sample set of schools to be assessed

a) Liaise with UNICEF and MoPSE to develop and finalize a list of sample schools that are eligible for support of the water piped project. The consultant will analyse primary and secondary data to verify the eligibility of the ten schools preselected by MoPSE. Where schools do not meet the eligibility criteria, the consultant will work closely with MoPSE to identify and select alternative schools with a higher likelihood of accessing water. This process will ensure that field visits are conducted only in schools that have a strong potential for water availability.

4. Conduct the needs assessments using the agreed tool at the agreed set of sample schools

a) Lead the assessment in each location and ensure full data collection using finalized tools/forms approved by UNICEF.

5. Present findings to Education Team and MoPSE for validation

- a) Develop a presentation with initial set of findings from the assessments
- b) Present the findings to UNICEF, MoPSE, and other relevant stakeholders; ensure any feedback from the presentation is recorded, and used in the development of the final report

6. Develop a final report detailing findings and recommendations from the rapid needs assessment

- a) Write a report to include, at minimum: summary of assessment methodology, locations of schools assessed, key findings in regard to water sources and WASH facilities, recommendations for water source and WASH improvements
- b) assessed, key findings in regard to water sources and WASH facilities, recommendations for water source and WASH improvements
- c) Revise the report and finalize based on feedback received from UNICEF and MoPSE

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.

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 for ensuring 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.

Work Assignment Overview	Deliverables/ Outputs	Deliverable deadline																						
1)Design of the needs assessment tools and needs assessment methodology	Finalized needs assessment tools and methodology document, approved by UNICEF and MoPSE, delivered.	Tuesday, 26 May 2026																						
2)Collect and review secondary data for the schools Identification of the sample set of schools to be assessed	A compiled dataset and summary report of EMIS and district and school-level WASH data, triangulated with primary data.	Thursday 28 May 2026																						
3)Identification of the sample set of schools to be assessed	A validated list of sample schools eligible for water piped project support, agreed upon by UNICEF and MoPSE.	Monday 1 June 2026																						
4)Conduct the needs assessments using the agreed tool at the agreed set of sample schools A total of 9 trips to be undertaken over a period of 14 days to Nkayi, Lupane, Hwange, Mangwe, Mudzi, Rushinga, Mbire and Muzarabani. Starting and ending in Harare. <table border="1" data-bbox="185 1371 557 1808"> <tbody> <tr><td>District</td><td>District</td></tr> <tr><td>Harare</td><td>Nkayi</td></tr> <tr><td>Nkayi</td><td>Lupane</td></tr> <tr><td>Lupane</td><td>Hwange</td></tr> <tr><td>Hwange</td><td>Mangwe</td></tr> <tr><td>Mangwe</td><td>Harare</td></tr> <tr><td>Harare</td><td>Mudzi</td></tr> <tr><td>Mudzi</td><td>Rushinga</td></tr> <tr><td>Rushinga</td><td>Mbire</td></tr> <tr><td>Mbire</td><td>Muzarabani</td></tr> <tr><td>Muzarabani</td><td>Harare</td></tr> </tbody> </table>	District	District	Harare	Nkayi	Nkayi	Lupane	Lupane	Hwange	Hwange	Mangwe	Mangwe	Harare	Harare	Mudzi	Mudzi	Rushinga	Rushinga	Mbire	Mbire	Muzarabani	Muzarabani	Harare	Completed assessment forms and datasets for all agreed sample schools, using standardized tools.	Monday 15 June 2026
District	District																							
Harare	Nkayi																							
Nkayi	Lupane																							
Lupane	Hwange																							
Hwange	Mangwe																							
Mangwe	Harare																							
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Mbire	Muzarabani																							
Muzarabani	Harare																							
5)Present findings to Education Team and MoPSE for validation	A PowerPoint presentation of preliminary findings delivered to UNICEF, MoPSE, and stakeholders, with feedback documented.	Tuesday 19 June 2026																						

6)Develop a final report detailing findings and recommendations from the rapid needs assessment	A comprehensive final report including methodology, school locations, key WASH findings, and recommendations, revised and approved by UNICEF and MoPSE, submitted.	Tuesday 24 June 2026
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QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Education:

Bachelor’s degree WASH Engineering or Civil Engineering engineering and a social sciences qualification would be an added advantage

Knowledge/Expertise/Skills required:

Work Experience:

- Three years’ experience in WASH or a related field

Language Requirements:

- English

Knowledge/Expertise/Skills:

- Experience in evaluating WASH for education institutions or other public services is an asset
- Data analysis, Report writing.

Desirables:

- Proven experience in producing similar deliverables.
- Available references for previous work undertaken.
- Previous work with UNICEF/other UN agencies or other national, regional or international institutions (public or private)