

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title Behavioural Science Specialist Consultant - Research Facilitation and Knowledge Management		Duty Station: UNICEF Office of Research-Innocenti, Florence (Italy) <input type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based	
Star date: 1 Sep 2022	End date: 15 Aug 2023	Type of engagement <input type="checkbox"/> Consultant <input checked="" type="checkbox"/> Individual Contractor Full-Time	Duration: 11.5 months Total working days: 207 No. days/month: 18
Purpose of Activity/Assignment: Consultancy to provide support to the Research Facilitation & Knowledge Management (RFKM) team’s work on applying Behavioural Sciences research and methods and establishing a Behavioural Insights Research and Design Laboratory. The objective is to provide technical leadership and input regarding UNICEF’s efforts to mainstream evidence and methods from the behavioural sciences in our global social and behavior change (SBC) programming as well as providing remote and in-person support to UNICEF country offices regarding applying behavioral insights approaches and designing and conducting experimental field trials.			
Scope of Work: The consultant will be required to undertake four related activities to provide supplementary capacity to the work of the Research Facilitation & Knowledge Management team at UNICEF’s Office of Research-Innocenti on applied behavioural sciences, Social and Behaviour Change research, and establishing a Behavioural Insights Research and Design Laboratory: <ol style="list-style-type: none"> 1. Develop accessible and practical content for a non-specialist audience explaining core concepts, methods, evidence and insights from the behavioral sciences and their application to UNICEF programme priorities (30%) 2. Develop training materials and capacity-building curriculum to facilitate webinars and training events for UNICEF Regional Offices, Country Office teams, and key partners in applied behavioral science and behavioral insights approaches (30%) 3. Provide remote and potentially in-person technical assistance to UNICEF ROs and COs in a range of technical activities from developing TORs to defining behavioural objectives, diagnosing underlying behavioral drivers, designing research plans and evidence-informed interventions, and conducting field experiments to assess what is or is not working (20%) 4. Update, maintain, and curate content for the UNICEF BIRD Lab website and Applied Behavioural Sciences internal SharePoint site and other key internal knowledge management platforms (20%) 			
Background The position is in the Research Facilitation and Knowledge Management (RFKM) team of the UNICEF Office of Research – Innocenti (UNICEF-Innocenti). UNICEF-Innocenti is the dedicated research office of UNICEF. It undertakes and commissions research on current issues of relevance for children to inform the strategic directions, policies and programmes of UNICEF and its partners. The office also explores emerging issues, identifies research gaps, and brings together existing researchers to support or undertake new research, data collection and analysis to address critical questions. The Research Facilitation & Knowledge Management unit within which this internship is located plays a leading role in building a knowledge culture across UNICEF and beyond by providing essential guidance and tools to strengthen generation, communication and use of evidence in decision-making.			

The purpose of this position is to assist the RFKM team with a range of research support tasks related to providing technical leadership in UNICEF’s multi-sectoral efforts to mainstream evidence and methods from the behavioural sciences in our global social and behavior change (SBC) programming as well as providing remote and in-person support to UNICEF country offices regarding applying behavioral insights approaches and designing and conducting experimental field trials.

Objectives

The consultant will be expected to support the Behavioural Sciences Research Manager in the RFKM team in delivery of the following activities:

1. Develop accessible and practical content for a non-specialist audience explaining core concepts, methods, evidence and insights from the behavioral sciences and their application to UNICEF programme priorities (30%)

UNICEF Innocenti is collaborating with the Social and Behavioural Change (SBC) team in UNICEF Programme Group to scale up the application of insights and methods from the applied behavioural sciences across multiple sectors. This will require developing user-friendly primers and practical tools for people with a variety of technical backgrounds. This objective will require developing original content to inform a range of products. Activities will include:

- i. Co-authoring a discussion paper on the role and potential of applied behavioral science in UNICEF’s broader SBC work.
- ii. Developing or contributing to original content about behavioral science and behavioral insights approaches, including simple technical guidance, explainers, concepts notes, funding proposals, thought pieces, and journal articles.
- iii. Documenting, packaging and communicating case studies of behavioural science in action.
- iv. Developing simple templates, tools, and checklists for organization-wide use.

2. Develop training materials and capacity-building curriculum to facilitate webinars and training events for UNICEF Regional Offices, Country Office teams, and key partners in applied behavioral science and behavioral insights approaches (30%)

The scaling up of behavioral science evidence and methods across UNICEF’s multi-sectoral programme and policy portfolios requires concerted efforts to socialize core concepts and build the technical capacity of colleagues at various levels of the organization. This will require developing a range of training and capacity-building materials and conducting remote and hands-on skills-building exercises. Activities will include:

- i. Supporting the Behavioural Science Research Manager and other key counterparts to develop practical training resources for UNICEF staff and partners. This will include developing several training resources, including modules on: introducing core BI concepts; methods for defining behavioural targets; methods for diagnosing behavioral drivers; methods for designing behaviorally informed interventions; and implementation research and designing and conducting (quasi-) experimental trials.
- ii. Deliver and document trainings as either standalone events or integrated within other capacity-building workshops on SBC topics like behavioural insights and human-centered design.
- iii. Provide continuous mentoring and technical support to country teams in applied behavioural science, implementation research, and experimental design.

3. Provide remote and potentially in-person technical assistance to UNICEF ROs and COs in a range of technical activities from developing TORs to defining behavioural objectives, diagnosing underlying behavioral drivers, designing research plans and evidence-informed interventions, and conducting field experiments to assess what is or is not working (20%)

This role will include providing direct technical assistance to ROs and COs in their efforts to apply behavioral science to their programme and policy efforts. The consultant will be responsible for:

- i. Providing remote and in-person support to UNICEF teams as requested, required and appropriate, with a focus on priority countries working directly with OoR-Innocenti.
- ii. Sourcing or developing technical resources like checklists, tools, and templates to support ROs and COs depending on needs.
- iii. Providing technical assistance and quality assurance support for the entire end-to-end cycle of applied behavioural science, including: formative research; problem definition and setting behavioural objectives; behavioural mapping and diagnostics; intervention design and prototyping; implementation planning and research design; and support for the design and implementation of (quasi-)experimental field trials.
- iv. Assisting colleagues with writing up Terms of Reference and other aspects of selecting and engaging with third-party service providers in applied behavioural science.
- v. Documenting and communicating lessons learned through country case studies.

4. Update, maintain, and curate content for the UNICEF BIRD Lab website and Applied Behavioural Sciences internal SharePoint site and other key internal knowledge management platforms (20%)

UNICEF Innocenti is working in partnership with Programme Group (PG) to establish a Behavioural Insights Research and Design Laboratory (BIRD Lab), an associated website, along with internal collaboration and knowledge management platforms related to Applied Behavioural Science. The consultant will be responsible for:

1. Working with the lead KM and MERL specialist to implement the KM strategy across platforms.
2. Developing original content and curating existing content as needed for the BIRD Lab microsite as well as internal KM platforms.
3. Coordinating with Regional Offices, Country Offices, HQ/PG, and partners to develop up-to-date content to showcase externally via the BIRD Lab website, or maintain for internal use via the SharePoint platform regarding UNICEF's work.

Minimum Qualifications required: Masters required

Enter Disciplines:

Social Sciences, Political Sciences, Psychology, Behavioural Science, Behavioural Design, Behavioural Economics, Monitoring and Evaluation

Knowledge/Expertise/Skills required:

- 5-10 years of relevant work experience
- Excellent research and analytical skills, project management skills, skills in simplifying complex scientific writing for communication to general audiences
- Demonstrated background in applied behavioral science / behavioural design
- Demonstrated experience and expertise in experimental and quasi-experimental research design
- Fluency in English required. Knowledge of other languages considered an advantage (particularly Portuguese, Arabic, Chinese, French, Russian, and Spanish).

Core Competencies in Building and Maintaining Partnerships; Drive to Achieve Results for Impact, Managing Ambiguity and Complexity, Thinking and Acting Strategically and Working Collaboratively with Others.

Core Values of Care, Respect, Integrity, Trust, Accountability and Sustainability (CRITAS).