

## TERMS OF REFERENCE (TORs)

### OVERVIEW

TITLE	Consultancy for the field validation of <b>GBV Risks in Humanitarian Cash Transfer (HCT)</b> guidance document ( <i>see Remarks section</i> )
LOCATION OF ASSIGNMENT	Home based plus travel to three country offices (Countries TBD) ( <i>see Remarks section</i> )
LANGUAGE(S) REQUIRED	English
TRAVEL	Yes
DURATION OF CONTRACT	102 days over 6 months, covering a period from 15th October, to 31 <sup>st</sup> March 21
ANNUAL WORK PLAN REFERENCE	1.2.5
SECTION & UNIT	Humanitarian Policy Section (HPS, Office of Emergency Programmes (EMOPS))
CONSULTANT REPORTING TO	Humanitarian Cash Transfer Coordinator, in close collaboration with the Child Protection in Humanitarian Action team in Programme Division

### BACKGROUND & RATIONALE

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates the commitment of children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favouritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfil their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

In order to achieve better results for children, in a more efficient and effective way, UNICEF has recently initiated the mainstreaming and scale up of the humanitarian cash transfer modality across the organization. This has become a priority area of work under UNICEF's strategic plan, as well as UNICEF's agenda to increase the resilience of households, communities and systems.

Within this framework, UNICEF has recently launched its first programmatic guidance dedicated to the use of the humanitarian cash transfer modality across sectors, and throughout the humanitarian programme cycle, spanning from the preparedness to the early recovery phases. In addition, sector specific guidance and tools has been developed to support the scale up and mainstreaming of the use of HCT within each of the sector that are part of UNICEF's mandate. One set of recently produced guidance focuses on mitigating the risk of gender-based violence in HCT programming. This workstream also forms part of UNICEF's overall leadership of interagency GBV risk mitigation efforts, in line with the *IASC Guidelines on Integrating GBV Interventions in Humanitarian Action* (GBV Guidelines).<sup>1</sup>

### OBJECTIVES AND TARGETS

<sup>1</sup> [www.gbvguidelines.org](http://www.gbvguidelines.org)

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The overall objective of this consultancy is to field test the content and usability to a recently developed guidance on the use of mitigating GBV risks in Humanitarian Cash Transfer Programming.

### SCOPE OF THE WORK

Building upon interagency resources related to GBV risk mitigation in humanitarian cash programming, UNICEF's internal guidance on this issue has been specifically tailored to UNICEF's existing processes and tools for emergency response. The purpose of this consultancy is to field test and validate the content of the guidance on GBV Risks in HCT programming with key UNICEF staff in three UNICEF country offices.

### EXPECTED RESULTS: (MEASURABLE RESULTS)

Under the supervision of the Humanitarian Cash transfer coordinator and in close collaboration with the Child Protection in Humanitarian Action team in Programme Division, the consultant will be accountable for the following deliverables:

1. Develop a methodology for the field testing/validation of UNICEF's GBV Risks in HCT programming guidance document.
2. Oversee and document the process of applying the field-testing methodology in three pilot countries, working with UNICEF country office staff and relevant partners.
3. Support designated UNICEF focal points in the pilot countries to strengthen GBV risk mitigation in HCT programming, based on findings of pilot testing.
4. Compile feedback from all three pilots and develop recommendations for edits (if needed) to the GBV Risks in HCT programming guidance document.
5. Produce a finalized, field validated GBV Risks in HCT programming guidance document.
6. Present updated guidance to HQ and field-based colleagues.

### PERFORMANCE INDICATORS:

- Quality of the analysis and write up of the deliverables.
- Timeliness of submission of deliverables.

### FREQUENCY OF PERFORMANCE REVIEW:

- Regular calls on the progress of the assignment will be scheduled between UNICEF's focal points and the consultant.

### DUTY STATION

Home based

Travel:

3 missions to UNICEF Country Offices (TBC, depending on target countries and COVID-19 travel restrictions)

### TIMEFRAME

**Start date: 15<sup>th</sup> October 2020**

**End date: 31<sup>th</sup> March 2021**

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DELIVERABLES ( <i>See the last page for guidance on formulating deliverables</i> )	DURATION (ESTIMATED # OF DAYS)
<b>Inception briefing (remote)</b>	<b>3 days</b>
<b>Developing field testing methodology</b>	<b>10 days</b>
<b>Support to country #1</b>	
Preparation	<b>5 days</b>
In-country/remote mission	<b>14 days</b>
Follow up with country office	<b>3 days</b>
<b>Support to country #2</b>	
Preparation	<b>5 days</b>
In-country/remote mission	<b>14 days</b>
Follow up with country office	<b>3 days</b>
<b>Support to country # 3</b>	
Preparation	<b>5 days</b>
In-country/remote mission	<b>14 days</b>
Follow up with country office	<b>3 days</b>
<b>Compilation of overall feedback and recommendations</b>	<b>10 days</b>
<b>Finalization of guidance note + final summary report</b>	<b>10 days</b>
<b>Presentation of deliverables (webinar)</b>	<b>3 days</b>
<b>TOTAL</b>	<b>Days 102</b>

### KEY COMPETENCES, TECHNICAL BACKGROUND, AND EXPERIENCE REQUIRED DEADLINE

- Master's degree (or equivalent) in humanitarian affairs, international development, social sciences, public health or other related fields.
- UN experience. Previous UNICEF experience is highly desirable.
- Demonstrated experience applying the Guiding Principles of GBV in emergencies programming
- Knowledge of approaches for integrating GBV risk mitigation in other sectors of humanitarian programming.
- Direct Exposure and/or experience with humanitarian cash transfers.
- Ability to communicate sensitively to different audiences.
- Proven evidence of writing skills.
- Experience/exposure to UNICEF country programme and business model desirable.
- Ability to work within tight deadlines.

**Language:** Fluency (level C) in English. Intermediate knowledge (level B) of a second official UN language, in particularly Arabic, French, or Spanish is desirable.

### CALL FOR PROPOSALS

The proposal will need to include at least the following elements:

1. Experience of the consultant (CV)
2. Timeline/plan for deliverables

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- 3. Budget: Daily rate, travel expenses (estimation/will be reimbursed on actual cost)
- 4. Sample of previous work

**Remarks:**

One month before due time, a decision on physical presence for the duration of consultancy, and related travel to country offices, will be made and travel will be assessed case-by-case. In this regard, it is expected that the selected incumbent be flexible to travel to the identified country offices, as well as ensure the necessary resources to work remotely are available in case needed.

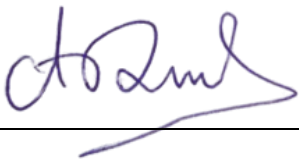
UNICEF is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

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PROPOSED BY: CLAIRE MARIANI, HUMANITARIAN CASH TRANSFER COORDINATOR, EMOPS

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

AUTHORIZED BY: SEGOLENE ADAM, CHIEF OF HUMANITARIAN POLICY SECTION, EMOPS

Signature:  \_\_\_\_\_ Date: \_\_\_\_\_