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TERMS OF REFERENCE

Child Rights Monitoring Consultant

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	**Athens, Greece & Home based**
DURATION OF CONTRACT	16 months

Purpose of Assignment

The Ministry of Social Cohesion and Family Affairs (MoSCFA) is benefiting from technical support under a project aimed at strengthening child protection governance and child rights monitoring in Greece, funded by the European Union via the Technical Support Instrument, and implemented by UNICEF, in cooperation with the European Commission's Reform and Investment Task Force (SG REFORM).

Overall, the project aspires to enable Greece to efficiently protect and promote the rights and well-being of children and their families, including those at risk. In addition, the project is expected to produce additional effects in the short and/or medium term (outcome): namely, to support the Greek authorities in safeguarding the rights of children and operationalizing an effective and mature child protection system through:

i. operationalizing the National Mechanism for the Monitoring and Evaluation of Action Plans for the Rights of the Child,

ii. developing a new National Action Plan for Child Rights (NAPCR), including a robust Monitoring & Evaluation (M&E) framework, and

iii. developing an effective consolidated governance mechanism for the child protection system, defining the multiple authorities involved and their roles in cross-sectoral cooperation, at all appropriate levels.

Within this context, the purpose of this consultancy is to support the development of the new NAPCR, led by the Ministry of Social Cohesion and Family Affairs (hereafter referred to as MoSCFA) with a focus on a robust M&E framework and to support the capacity building of relevant Greek authorities in operationalizing the M&E framework for the NAPCR.

The Consultant will provide technical expertise and support the implementation of selected activities **under Output 3 (Activities 3.2 and 3.3), Output 4 (technical support to the IT Consultant), and Output 5 (Activity 5.1) of the project.** More specifically the Consultant will:

- support the development of practical tools and methodologies to inform the formulation of the new NAPCR;
- contribute to the development of a comprehensive and operational M&E framework for the NAPCR;
- provide child rights monitoring and M&E expertise to ensure that the proposed child data portal is designed around relevant monitoring, reporting and data needs;
- support the development of practical M&E capacity-building and training materials for MoSCFA and members of the National Mechanism; and

- ensure coherence and alignment across the NAPCR, its M&E framework, child rights monitoring requirements and the proposed child data portal.

The consultant will work under the overall guidance of UNICEF and in close coordination with the relevant UNICEF technical teams, including the Planning and Monitoring Officer, Child Protection Officer and Deputy Representative, as well as with MoSCFA and all relevant stakeholders.

Scope of Work

Under the supervision of UNICEF Greece Country Office and in coordination with MoSCFA, SG REFORM, and the Advisory Group (AG), the consultant will undertake the following tasks:

Task 1. Develop tools to support the formulation of the new NAPCR – Activity 3.2
The consultant will provide expert input and support UNICEF in developing tools to support MoSCFA in leading the drafting of the new NAPCR, in coordination with relevant stakeholders. This development of the new NAPCR will be an iterative process. The tools will be aligned with both international standards and national priorities and will help MoSCFA to come up with a sound policy logic and action plan that will form the basis for the development process of the draft M&E framework.
In particular, the consultant will:

- Develop of an indicators' matrix including key data and indicators on the situation and rights of children in Greece, using relevant national and international resources, to serve as an evidence base for the prioritization of actions and the envisioned impact of the NAPCR. The matrix will serve as an indicator repository and inform the development of the new NAPCR including the draft M&E framework;
- Develop the Theory of Change template and accompanying guidance to assist MoSCFA in describing comprehensively the priorities under the NAPCR and the pathway to the intended impact;
- Develop the templates for the collection of quantitative (data-driven) and qualitative (narrative) sections for the NAPCR;
- Ensure that the proposed tools are practical, aligned with relevant international standards and national priorities, and responsive to the needs of the NAPCR formulation process;
- Provide technical input to ensure that the tools developed under this Activity can inform the development of the draft M&E framework under Activity 3.3;
- Provide recommendations, as relevant, on the duration and costing elements of the new NAPCR; and

The consultant will participate in relevant technical consultations with UNICEF, MoSCFA and other stakeholders and revise the tools based on feedback received through the consultation process as well as participate in relevant NAPCR development meetings with MoSCFA and the Coordination Mechanism.

Task 2. Propose a draft M&E framework for the new NAPCR – Activity 3.3
Following the definition of priorities and actions for the new NAPCR by MoSCFA, the consultant will support UNICEF in proposing a comprehensive draft M&E framework. This framework will be based on existing national child-rights related M&E/results frameworks and plans and international child rights M&E and
In particular, the consultant will:

- Develop a draft M&E framework with a clear set of indicators, baselines and targets, allowing systematic tracking of progress across all priority areas of the NAPCR;
- Identify appropriate mechanisms for data collection, reporting and validation at both national and local levels;
- Ensure that the draft M&E framework supports an evidence-driven and results-oriented approach to NAPCR implementation;

- Support the establishment of clear linkages between monitoring and reporting responsibilities and the institutional responsibilities of relevant stakeholders;
- Ensure that the draft M&E framework incorporates appropriate mechanisms to strengthen accountability;
- Ensure that the framework provides sufficient flexibility to adapt to emerging challenges and new policy priorities;
- Ensure coherence between the tools developed under Activity 3.2 and the proposed draft M&E framework; and
- Revise and finalize the draft M&E framework based on feedback from UNICEF, the Advisory Group, MoSCFA and the National Mechanism, as appropriate.

The consultant will contribute to the relevant sections of the draft report under Output 3 and support its presentation and discussion with relevant stakeholders.

Task 3. Develop M&E capacity-building and training materials – Activity 5.1

The consultant will support UNICEF in developing training material for the capacity building of relevant Greek authorities with regard to the M&E framework for the NAPCR.
In particular, the consultant will:

- Develop an M&E Manual providing practical guidance on the application of the NAPCR M&E framework;
- Develop an Indicators Guide providing guidance on the indicators included in the NAPCR M&E framework and their application;
- Develop training presentations to support the delivery of the capacity-building workshop under Activity 5.2;
- Develop analytical guidance for reviewing the NAPCR, supporting relevant authorities in using monitoring evidence to review progress and implementation;
- Ensure that the training materials are aligned with the proposed M&E framework and reflect the roles and responsibilities of relevant stakeholders;
- Ensure that the materials are practical and accessible to relevant Greek authorities and focal points of the National Mechanism; and
- Revise and finalize the training materials based on feedback from UNICEF and relevant stakeholders.

The training material will be developed to support relevant stakeholders in applying the M&E framework and will comprise, at a minimum, an M&E manual, indicators guide, training presentations and analytical guidance for reviewing the NAPCR, in line with the signed Description of Action (DoA).

Task 4. Provide technical support to the IT Consultant for the development of a child data portal: Output 4 – Child Data Portal

The consultant will provide technical support to the IT Consultant from a child rights monitoring, indicators and M&E perspective, contributing to the development of the technical and functional specifications for the proposed child data portal.
In particular, the consultant will:

- Provide technical input to ensure that the proposed child data portal supports the NAPCR and its M&E framework;
- Provide input on the proposed data architecture, governance arrangements, interoperability requirements, user roles and access levels, from a child rights monitoring and M&E perspective to ensure their alignment with the NAPCR and its M&E framework;

The consultant will work in close coordination with the IT Consultant and UNICEF to ensure that the child rights monitoring and M&E requirements are appropriately reflected in the proposed technical and functional

specifications.

Work Assignments Overview	Deliverables/Outputs	Delivery deadline to complete the deliverable
Task 1. Develop tools to support the formulation of the new NAPCR – Activity 3.2	**Deliverable 1: NAPCR Formulation Tools Package**, including: (i) an indicators matrix/repository including key data and indicators on the situation and rights of children in Greece, using relevant national and international resources; (ii) a Theory of Change template and accompanying guidance; (iii) templates for the collection of quantitative and qualitative sections of the NAPCR; and (iv) recommendations, as relevant, on the duration and costing elements of the new NAPCR. The tools will be aligned with international standards and national priorities and will be iteratively refined based on consultations and feedback from UNICEF, MoSCFA, the Coordination Mechanism and relevant stakeholders. The consultant will also provide technical inputs to ensure that the tools inform the development of the draft M&E framework under Activity 3.3.	31st December 2026
Task 2. Propose a draft M&E framework for the new NAPCR – Activity 3.3	**Deliverable 2: Draft NAPCR M&E Framework**, developed following the definition of priorities and actions for the new NAPCR and informed by existing national child rights-related M&E/results	31st October 2027

	frameworks and plans and international child rights M&E frameworks. The framework will include: (i) clear indicators, baselines and targets; (ii) mechanisms for data collection, reporting and validation at national and local levels; (iii) linkages between monitoring and reporting responsibilities and institutional responsibilities; (iv) accountability mechanisms; and (v) flexibility to respond to emerging challenges and policy priorities. The consultant will contribute to the relevant sections of the Output 3 report and revise and finalise the framework based on feedback from UNICEF, the Advisory Group, MoSCFA and the National Mechanism, as appropriate.	
Task 3. Develop M&E capacity-building and training materials – Activity 5.1 (20 working days)	**Deliverable 3: NAPCR M&E Capacity-Building Package**, comprising: (i) an **M&E Manual** providing practical guidance on the application of the NAPCR M&E framework; (ii) an **Indicators Guide** providing guidance on the indicators included in the M&E framework and their application; (iii) **training presentations** to support the capacity-building workshop under Activity 5.2; and (iv) **analytical guidance for reviewing the NAPCR**, supporting relevant authorities in using monitoring evidence to review progress and implementation. The materials will be aligned with the M&E framework and the roles and	31th December 2027

	responsibilities of relevant stakeholders and will be revised and finalised based on feedback from UNICEF and relevant stakeholders.	
Task 4. Provide technical support to the IT Consultant for the development of a Child Data Portal – Output 4 (20 working days)	**Deliverable 4: Technical Input to the Child Data Portal Specifications**, providing child rights monitoring, indicators and M&E expertise to the development of the technical and functional specifications. The deliverable will include: (i) technical inputs ensuring alignment of the proposed child data portal with the NAPCR and its M&E framework; (ii) technical input on data architecture, governance arrangements, interoperability requirements, user roles and access levels, from a child rights monitoring and M&E perspective.	30th November 2027

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.

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

Minimum requirements:

- **Education:** Master's degree in social sciences, Statistics, Data science Public Policy, International Development, Monitoring and Evaluation, Social Policy, or another relevant field

- **Work Experience:**
  - At least 5 years of proven professional experience and skills in child rights monitoring and evaluation, information and data management, public policy and social policy.
  - Demonstrated experience in designing/strengthening national monitoring and evaluation frameworks/systems for human/child rights monitoring based on logic models and in line with international standards and good practices.
  - Experience in developing and applying child-related indicators and data frameworks, including the use of quantitative and qualitative data.
  - Experience working with government institutions and multi-stakeholder coordination mechanisms.
  - Experience in supporting the development or strengthening of child-related data systems, data platforms or information management systems is desirable.
- **Language Requirements:**
  - Excellent command of both Greek and English languages is required.
- **Knowledge/Expertise/Skills:**
  - Strong knowledge and demonstrated expertise in child rights monitoring, monitoring and evaluation, results-based management, Theory of Change and indicator development.
  - Proven ability to develop M&E frameworks, indicators, data collection and reporting mechanisms, and practical monitoring tools for national policies, strategies or action plans.
  - Knowledge of child-related data systems and data governance, including data quality, validation, interoperability and data protection considerations.
  - Excellent analytical, drafting, communication and stakeholder engagement skills, with the ability to translate complex technical concepts into practical tools and guidance.
- **Desirables:**
  - Experience working with UNICEF, UN agencies, EU institutions or government counterparts, preferably in the area of child rights and social policy.
  - Experience in providing technical advice for the collection and dissemination of child rights data, the development of child-related data systems and the drafting of child-focused policies/action plans.
  - Familiarity with Greece's child rights policy and institutional context, including relevant national and European child rights monitoring frameworks