THE UNITED NATIONS CHILDREN’S FUND (UNICEF)

TERMS OF REFERENCE FOR INDIVIDUAL CONTRACTOR

FOR

**[** Climate change and risk informed programming **]**

Level of experience: Junior [ ] 1-3yrs Medium [ **X** ] 4-10yrs Senior [ ] more than 10yrs

Location: UNICEF LACRO - Panama City

Language(s) required: Fluent English and Spanish, French an asset

Closing date for applying to this consultancy: **June 8th ,2017**

Estimated start date of this consultancy: **June 15,2017** Estimated end date: **December 15,2017[[1]](#footnote-1)**

**BACKGROUND:**

Climate change (CC) is a major global issue that impacts the wellbeing of children around the world. As an international organisation focused on protecting the rights of children, UNICEF has begun to address climate change, and in particular the impact of climate change on children, in its programming, planning, advocacy, and in the individual outcome areas. Issued shortly after the Paris Agreement on Climate Change was reached, the UNICEF Executive Directive on the impacts of climate change on children (March 2016) instructs all UNICEF Country Offices (COs) to incorporate climate change in their country programmes at the latest by 2020. Additionally, UNICEF programming supports the implementation of the Sendai framework for Disaster Risk Reduction (DRR) 2015-2030, and the Sustainable Development Goals (SDGs) which address climate change as a driver of disaster risk and slow onset impacts that lead to the deprivation of basic rights and access to the resources that grant them. UNICEF will need to be firmly engaged and well informed of the potential impacts of environment-related issues, including those exacerbated by climate change, on UNICEF programming and outcome areas on a global level, regional and local levels.

Climate change has been affecting, and will continue to affect the Latin America and Caribbean (LAC) region as global atmospheric CO2 concentrations (currently 403.53 ppm as of November 2016, NOAA ESRL, increasing by 3.05 ppm/year in 2015) and other greenhouse gases continue to rise. This phenomenon increases climatic variability in many areas of the region, and is experienced differently throughout LAC, among countries, and even within countries. Certain regions may experience new events and conditions under climate change, while others may be subject to the exacerbation of former and current conditions.

Resilience is reflected in UNICEF’s Strategic Plan (2014-2017) which also establishes a range of risk related indicators in its result framework. In the draft new Strategic Plan (2018-2021), DRR, Climate Change and Social Cohesion are set out as organisational priorities. In delivering on these and other commitments, UNICEF has identified Risk Informed Programming (RIP) as an important strategy to improve programming and increase results that lead to more resilient children, communities and social service delivery systems. To this end, in 2016 a draft modular guidance for risk informed programming was developed; it was piloted by UNICEF in 3 countries in early 2017, while in LAC it is being introduced within the Result Based Management (RBM) training for UNICEF country offices preparing their new Country Programme Document (CPD). Meanwhile tools, guidance and initiatives including INFORM (Index for Risk Assessment tool) regionally, CLAC (climate landscape analysis for children) among others are being developed globally.

**PURPOSE:**

Based on earlier work in 2016-17, which consisted of a literature review of the climate change impact on children in the LAC region, and proposed actions and tools that could be mainstreamed into UNICEF programming, as well as the modules for Guidance for Risk Informed Programing and INFORM tool, this assignment aims at strengthening capacity of UNICEF country offices in LAC to assist governments and partners to reduce risk and strengthen resilience.

Specifically, the consultant will provide technical assistance to UNICEF Regional Office (LACRO) and country offices in developing child focused climate change adaptation and will develop relevant guidelines and tools, supporting the undertaking of climate risk assessments as well as support the rollout, of the Guidance for Risk Informed Programming (GRIP). Limited but strategic opportunities to engage in climate change mitigation and low carbon development will also be considered. The results of the consultancy will help shaping the element of climate change in the outcome #4 of the Regional Office Management Plan (ROMP) 2018-2021.

**EXPECTED RESULTS (measurable results):**

LACRO and COs are better informed to incorporate the element of the reduction of the climate change impact on children, through the following support:

*(DELIVERABLE 1: PROPOSED WORKPLAN FOR THE CONSULTANCY)*

* Map climate, energy and environment issues affecting children in LAC and the existing policies and programmes to mitigate them. *(DELIVERABLE 2- MAPPING DOCUMENT)*
* Provide LACRO with strategic and technical guidance on, including the following but not limited to: *(DELIVERABLE 3: STRATEGIC RECOMMENDATION DOCUMENT (1-6)*
  1. Potential entry points for programming and mainstreaming of climate change interventions for children at regional, sub-regional and country level (mainstreaming- protection, education, health nutrition, WASH, Urbanization etc. and stand-alone)
  2. The development of a CC monitoring matrix including relevant indicators in collaboration with the LACRO planning unit
  3. Potential partnerships at the regional level related to climate, energy and environment issues
  4. Opportunities for leveraging climate finance for improved results for children in LAC
  5. Recommendations for building the office’s capacity on climate, energy and environment issues.
  6. The identification of gaps in knowledge and evidence that could lead to research initiatives on resilience and climate approaches with academic and research institutions.
* Identify existing tools for climate and disaster risk assessments and adapt them for LAC *(DELIVERABLE 4: TOOL DEVELOPED FOR LAC).*
* Support selected COs in undertaking climate risk assessments, using the Climate Landscape Analysis for Children (CLAC) or other tools, and provide technical inputs to selected COs to support the inclusion of climate change adaptation and mitigation in Country Programme Document as required. *(DELIVERABLE 5: TECHNICAL ASSISTANCE TO CLIMATE RISK ASSESSMENTS IN SELECTED COUNTRIES PROVIDED).*
* Ensure the integration of climate change within the GRIP package. *(DELIVERABLE 6: CLIMATE CHANGE INTEGRATED IN GRIP PACKAGE).*

**DELIVERABLES:**

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| Deliverables | Duration  (Estimated # of Days) | Deadline (Tentative) |
| DELIVERABLE 1: PROPOSED WORKPLAN FOR THE CONSULTANCY. | 15 days | June 30 |
| DELIVERABLE 2- MAPPING DOCUMENT | 30 days | July 31 |
| DELIVERABLE 3: STRATEGIC RECOMMENDATION DOCUMENT (1-6) | 45 days | Sept 15 |
| DELIVERABLE 4: TOOL DEVELOPED FOR LAC | 30 days | October 15 |
| DELIVERABLE 5: TECHNICAL ASSISTANCE TO CLIMATE RISK ASSESSMENTS IN SELECTED COUNTRIES PROVIDED | 45 days | November 30 |
| DELIVERABLE 6: CLIMATE CHANGE INTEGRATED IN GRIP PACKAGE | 15 days | December 15 |
| total | 180 (calendar days) |  |

**KEY QUALIFICATIONS, TECHNICAL BACKGROUND, AND EXPERIENCE REQUIRED:**

1. Advanced university degree in relevant area such as environment, climate change, social and economic development, international cooperation.
2. A minimum of five years of relevant work experience focused on developing countries, in areas related to development cooperation in climate change adaptation and mitigation, environment and socio-economic development.
3. Specific expertise in programme/project formulation, implementation, monitoring and review and evaluation related to climate change adaptation and mitigation in developing countries is required.
4. A track record of successfully developing, formulating and implementing adaptation and mitigation projects funded for example through the Adaptation Fund, and/or other sources of climate finance is required.
5. Knowledge on climate change impacts, climate risk assessments, and adaptation solutions required.
6. Prior experience undertaking climate risk and vulnerability assessments required.
7. Knowledge on greenhouse gas emissions and climate change mitigation solutions, especially related to sustainable energy.
8. Expertise in capacity building, developing tools and providing training
9. Familiar with children's rights and gender in the context of climate change adaptation and mitigation and/or natural resources management.
10. Excellent analytical and writing skills, advocacy and presentational skills an asset. Demonstrated ability to work harmoniously in a multi-cultural environment and establish harmonious & effective working relationship both within and outside an organization.
11. Fluency in English and Spanish required. Working knowledge of French is an asset.

**INDIVIDUAL CONTRACTOR’S WORKPLACE:**

The individual contractor is required to work at UNICEF LACRO office in Panama and will travel to the region, as required.

The individual contractor may be asked to work weekends and holidays, as required.

**FEES:**

Qualified candidates are requested to submit a financial proposal. Proven past experience and financial proposal will be taken into consideration during selection process. Travel will be covered by UNICEF as per policy. Costs of known trips should be included in the financial proposal.

**HOW TO APPLY**

##### Qualified candidates may submit their application in the following link: [LINK](http://www.unicef.org/about/employ/?job=496441)

##### The deadline to receive applications is 2/ June/2017.

The pre-selection of candidates will be done after closing date. Please note only selected candidates will be contacted.

**Guide: Expected Results**

This is the most important section of the ToR as it identifies the assigned functions and responsibilities, and the extent of expertise required from the consultant.  
  
The ToR should be measurable results oriented rather than "task" oriented. It is not the number of tasks performed but the degree of complexity and responsibility involved to perform the job.

Additionally, it is extremely useful to clearly state not only the what but also the how to ensure full understanding about the methodology to be used for the consultancy

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| --- | --- |
| ***What:*** | Monitors programme implementation. |
| ***How:*** | Through field visits and providing technical advice to government counterparts. |
| ***Product:*** | Effective management and delivery of programme assistance. |

When using abbreviations or acronyms, define their meanings the first time, *e.g.*, **HRBA (P)** Human Rights based Approach (to Programming), **IASC** Inter-agency Steering Committee, **MICS** Multiple Indicator Cluster Survey

Describe each function with active, present-tense verbs. Focus on action-oriented words such as:

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| --- | --- | --- |
| **evaluate** | **research** | **initiate** |
| **present** | **formulate** | **analyze** |
| **plan** | **recommend** | **write** |

Avoid use of ambiguous words, unless they are qualified by an explanatory statement as to the nature of involvement, such as:

|  |  |  |
| --- | --- | --- |
| **assist** | **handle** | **liaise** |
| **participate** | **prepare** | **coordinate** |

For example, the statement "assist in the development, implementation and maintenance of information systems" is too general for accurate assessment to be made and does not give an indication of what actually is to be achieved. Appropriate statements/examples would be:

1. Contribute towards the preparation of the Situation Analysis *by* compiling data, analyzing and evaluating information, and writing chapters of the Analysis related to the Education sector.
2. Identify the need for new systems, conduct feasibility studies, develop programmes, and translate user needs that can be integrated into existing management systems and applications.

1. Six (6) months (with option to extend). [↑](#footnote-ref-1)