**TERMS OF REFERENCE**

**Purpose of the Assignment:**

**Section Submitting: Multisectoral**

**Purpose and Objective:** To identify technical experts in areas of early identification and intervention of developmental delays and disabilities, inclusive health and rehabilitation, inclusive education (early childhood, primary, non-formal and vocational), inclusive child protection (Case management and Psychosocial support), inclusive social protection, inclusive WASH, inclusion in humanitarian emergencies, communication for development to improve social norms around disabilities, inclusive communication (multimedia accessibility), universal design (accessibility of infrastructure), disability law and policy.

The shortlisted experts will be put on a roster and be contracted based on the programme needs.

1. **Methodology and Technical Approach:**

UNICEF Mozambique strives to progressively increase the level of inclusivity of all its programmes, ensuring that children with disabilities are included in UNICEF programming following a twin track approach of mainstreamed and targeted interventions.

1. **Activities and Tasks:** The tasks below are examples of tasks that a consultant may need to perform, based on their areas of expertise and experience. Consultants may indicate interest and availability in ANY of the areas below.

**Early identification and intervention (EII) of developmental delays and disabilities**

* Develop instruments, tools, processes for EII
* Develop and deliver trainings on EII
* Develop specialized training and curricula for therapists (e.g. speech therapy, occupation therapy)
* Develop parental engagement materials
* Technical support for community-based rehabilitation strategy (to NGO and/or Government)

**Inclusive education (early childhood, primary, non-formal and vocational)**

* Develop practical guidance and strategies for inclusion
* Develop trainings for teachers, directors, education personnel on inclusive Education
* Provide on-the-job mentoring and methodological support

**Inclusive social protection**

* Policy analysis and policy recommendations
* Develop Tools, processes, and operationalization strategies

**Inclusive child protection (Case management and Psychosocial support)**

* Develop practical guidance and strategies for inclusion of children with disabilities in case management and PSS
* Develop trainings for social workers and activists
* Provide on-the-job mentoring and methodological support

**Inclusive WASH**

* Develop and provide trainings on inclusive WASH services (a tool package is already developed). Focus should be done on facilitating physical access to water and sanitation infrastructures for all type of disability (not only for wheelchair), as well as improving community awareness on and solidarity with specific WASH needs of the person with disability
* Provide on-the-job mentoring and methodological support
* Strengthening access to person with disability to feedback and complaint mechanism

**Communication for development (C4D) to improve social norms around disabilities**

* Develop C4D strategy to improve attitudes towards children with disability
* Provide trainings to current C4D partners on disability inclusion

**Infrastructure, Technology, assistive devices**

* Advise on innovations and easy to use technologies and devices
* Advise on procurement and supply processes and service delivery mechanisms
* Advice on reasonable adaptation and accommodations in programme sites or offices

**Disability law and policy**

* Conduct legal and policy analysis
* Technical write up /revisions of laws, strategies and policy briefs

**Data systems monitoring**

Design or adapt disability data collection methodologies

Design or adapt disability data systems

Mainstream disability indicators in mainstream data collection and monitoring systems

1. **Deliverables and Payments:** The deliverable will be mentioned in each assignment, within the activities outlined above.
2. **Management and Supervision:**

*The consultant will be supervised by the specialist of the requesting section, in collaboration with the Disability Inclusion Specialist.*

1. **Qualifications and Specialized Knowledge:** *Provide the details of the required qualifications of the consultants/contractors. If there are experts involved, please specify the number of experts required.*

Academic qualifications:

At least a /Masters’ degree in a relevant area

Work experience:

At least 5 years of relevant work experience in the area for which the candidate is applying.

Specific knowledge, competencies, and skills required:

Technical expertise in the areas mentioned (area you are applying)

Experience in developing and delivering trainings

Experience in writing guidance notes, strategies, policy briefs

Experience in working with government agencies in developing country contexts

Experience in participatory development of modules, materials and other documents

Strong skills in working with people

Language skills: Portuguese (advanced) and English (intermediate)

1. **Conditions of Work:** *Provide details of conditions in which consultancy will be carried out in the attached table. This should include specifics on logistics, transport, insurance, security and other related issues to be covered, or not covered, by UNICEF.*

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| --- | --- | --- | --- |
| **Items** | **Provided by UNICEF** | | **Remarks** |
| **Yes** | **No** |
| Service incurred death, injury or illness | X |  | Per the provisions of CF/IC/2013-001 on insurance coverage “in cases of service-incurred injury, illness or death under a third-party provider”. |
| Health Insurance |  | x |  |
| Office Space |  | x |  |
| Computer in office premises |  | x |  |
| Access to printer in the office premises |  | x |  |
| Airtime |  | x |  |

1. **In-country Travel.** May be requested based on the assignment
2. **Evaluation Criteria**

The technical evaluation criteria are stipulated below.

|  |  |  |
| --- | --- | --- |
| **Item** | **Technical Criteria/Qualifications** | **Max. Points** |
| **1** | **Education** |  |
| **1.1** | Master’s degree or higher as listed in section 5. | 10 |
| **2** | **Work Experience** |  |
| **2.1** | At least 5 years of experience in the area for which the candidate is applying | 15 |
| **2.2.** | Previous experience with government entities | 5 |
| **3** | **Technical Skills and Knowledge** |  |
| **3.1** | Technical expertise in the area for which application is made | 30 |
| **3.3.** | Expertise in developing and delivering trainings | 20 |
| **3.4.** | Previous portfolio (examples of deliverables) | 20 |
|  | ecblank**Total Technical Score** |  |
|  | **Minimum Technical for pass to financial assessment** | **80** |
|  | *Only those candidates meeting the minimum technical score will be eligible for further review.* | |

1. **Remarks:** In your application, please mention the activities and tasksfrom Section 2 for which you are applying to be in the roster. In addition to your CV, please add a cover letter describing your particular expertise area, and attached examples of work.

The shortlisted experts will be put on a roster and be contracted based on the programme needs, with specific Terms of Reference.

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| **Child Safeguarding**  Is this project/assignment considered as “[Elevated Risk Role](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Guidance%20on%20Identifying%20Elevated%20Risk%20Roles_finalversion.pdf?CT=1590792470221&OR=ItemsView)” from a child safeguarding perspective?       YES       NO     If YES, check all that apply:      **Direct contact role** YES       NO   If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:     |  | | --- | |  |     **Child data role** YES      NO   If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):     |  | | --- | |  |   More information is available in the [Child Safeguarding SharePoint](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/SitePages/Amendments-to-the-Recruitment-Guidance.aspx) and [Child Safeguarding FAQs and Updates](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Child%20Safeguarding%20FAQs%20and%20Updates%20Dec%202020.pdf) |