**TERMS OF REFERENCE FOR INDIVIDUAL CONTRACTORS/ CONSULTANTS**

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| **PART I** | | |
| Title of Assignment | *Production and dissemination of Water Supply and Sanitation knowledge management products* | |
| Section | ESARO WASH | |
| Location | Eastern and Southern Africa region | |
| Duration | 20 Days over 6 months | |
| Start/End date | **From:1-Feb-22** | **To: 1-Aug-22** |

**Background and Justification**

**Sustainable Development Goal 6**

In 2021, the UNICEF-WHO Joint Monitoring Programme (JMP) note that 30% of Africa is without access to water and 60% is without access to sanitation. UNICEF East and Southern Africa Regional Office (ESARO) undertook a review of the status of the Sustainabile Development Goal (SDG) 6, five years into the SDG period. The review, termed SDG6+5, was convened by UNICEF with participation from the African Union – AMCOW, the Regional Economic Commission of SADC, multileratal partners (World Bank, African Development Bank), NGOs and academic partners. Specific support was given from the Government of the Netherlands and the Governments of the UK. Findings from the SDG6+5 review are outlined in <https://www.unicef.org/esa/reports/sdg65-review-monitoring-systems> They note there is an urgent need to strengthen monitoring, financing and governance structures to ensure an acceleration towards SDG6 in Africa.

UNICEF have further assessed the financing for SDG6 through a water fiscal diagnostic analysis. The assessment, undertaken in collaboration with the European Investment Bank (EIB) <https://www.unicef.org/esa/reports/water-diagnostic-study> assessed the fiscal environment and ascertained the level of fudiciary conditions for accelerating alternative and blended financing investments to improve access to water supply and sanitation services across East and Southern Africa.

Taking cognisance of these reports, UNICEF propose to produce high quality knowledge management products that highlight the rationale, methodology and findings of the SDG6+5 and the Water Fiscal Diagnostic Study.

Under this initiative, UNICEF builds on its expertise and leadership in the area of SDGs, WASH and infrastructure financing to promote greater investment and efficiency in the African water and sanitation sector. In this regard, UNICEF seeks the services of an experienced consultant who will carry out:

Activity:

* Peer review the SDG6+5 report and quality control the document.
* Peer review the Water Fiscal Diagnostic report and quality control the document.
* Produce, submit and ensure publication of 2 knowledge products / papers (1 on SDG6+5 report and 1 Water Fiscal Diagnostic report)
* Convene co-authors for review
* Finalise, submit and ensure publication of the paper
* Organise an online dissemination event with Institution of Civil Engineers (ICE) on the publication

***Explain why a consultancy is required and address this question****.*

The unique skill sets (WASH expertise, peer review, technical writing skills), required for this assignment, are not common in regular UNICEF staff functions. In addition this programme requires rapid deployment of the resource in order to meet the intended objectives within the allocated time frame, hence the need for a consultant.

**Scope of Work**

1. ***Goal and Objective*:** Under the supervision of the Regional Advisor, WASH, the consultant will review the two reports and the associated documentation.

The objectives of the assignment are to:

* + Peer review the SDG6+5 report and quality control the document.
  + Peer review the Water Fiscal Diagnostic report and quality control the document.
  + Produce, submit and ensure publicaiton of 2 knowledge products / papers (1 on SDG6+5 report and 1 Water Fiscal Diagnostic report)
  + Convene co-authors for review
  + Finalise, submit and ensure publication of paper
  + Organise an online dissemination event with Institution of Civil Engineers (ICE) on the publication

1. ***Provide details/reference to AWP areas covered:*** *Explain briefly how this assignment links to the AWP/IR number.*

UNICEF WASH programme focusses on the water supply and sanitation sector under the ROMP and the UNICEF Strategic Plan Goal Area 4.

1. ***Activities and Tasks:***
   1. **Task 1: Review the UNICEF SDG6+5 report and produce 1 km paper (45%).**
      1. Carry out a thorough review of the evidence and data presented in the SDG6+5
      2. Convene a team of co-authors for the production of the paper with UNICEF as the corresponding author
      3. Responsible for identifying an appropriate open access journal that has readership in Africa and can ensure wide dissemination,
      4. Draft the paper for review with the co-authors
      5. Submission and publication of the paper in the literature.
   2. **Task 2: Review the UNICEF Water Fiscal Diagnostic report and produce 1 km paper (45%).**
      1. Carry out a thorough review of the evidence and date presented in the report
      2. Convene a team of co-authors for the production of the paper with UNICEF as the corresponding author
      3. Responsible for identifying an appropriate open access journal that has readership in Africa and can ensure wide dissemination,
      4. Draft the paper for review with the co-authors
      5. Submission and publication of the paper in the literature.
   3. **Task 3: - Design and coordinate a global SDG and infrastructure investment event to disseminate the papers (10%).**
2. ***Work relationships:***

The Consultant will be supervised by the WASH Regional Advisor at the UNICEF Eastern and Southern Africa Office (ESARO) in Nairobi, Kenya but working remotely.

1. ***Outputs/Deliverables:***

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| **Deliverables** | **Duration**  **(Estimated # of days or months)** | **Timeline/Deadline** | **Schedule of payment** |
| Production and submission of SDG6+5 knowledge product/ paper | 8 days | 15th March 2022 | 40% payment upon receipt of final deliverable |
| Production and submission of Water Fiscal Diagnostic paper | 8 days | 15th April 2022 | 40% payment upon receipt of final deliverable |
| Response to journal corrections and final submission of 2 papers and organization of dissemination event | 4 days | 15th July 2022 | 20% payment upon receipt of final deliverable |

Produce the papers in accordance with the UNICEF guidance https://www.unicef-irc.org/files/upload/documents/UNICEF-External-Publishing.pdf

**Payment Schedule**

*As per output and deliverable table above.*

**Desired competencies, technical background, and experience**

1. **Education:** At least a Master’s degree in the fields of engineering, development studies, economics, technology, or appropriately similar qualifications with significant experience in technology for development and/or climate-resilience.
2. Five 5-8 years’ experience in technical writing
3. Excellent knowledge on WASH in Africa.
4. Excellent analytical and drafting skills are required with proven experience in report writing in English.
5. Previous experience with the UN, National and Regional entities, as well as with donors is desirable.
6. **Languages Needed:** Full proficiency both oral and written English. Fluency in French and/or Portuguese is desirable.
7. Must exhibit the **UNICEF Core Values** of:
   1. Care
   2. Respect
   3. Integrity
   4. Trust
   5. Accountability
8. **Core Competencies**:
   1. Demonstrates Self Awareness and Ethical Awareness
   2. Works Collaboratively with others
   3. Builds and Maintains Partnerships
   4. Innovates and Embraces Change
   5. Thinks and Acts Strategically
   6. Drives to achieve impactful results
   7. Manages ambiguity and complexity

**Administrative issues**

The contract will be issued by UNICEF Eastern and Southern Africa regional Office (ESARO). The Focal Person for all communications is the Regional WASH Advisor. The Consultant will liaise with UNICEF for any matters regarding the contract management. The consultation will mainly be virtually and therefore availability during the working hours of UNICEF Regional Office in Nairobi (0800 – 1700 EAT) is required. The consultant will seek inputs from and regularly liaises with the UNICEF regional WASH Advisor for all important matters related to the assignment throughout the period of its implementation.

**Conditions**

* All travel (in case of any) will be by most economical fare and reimbursement will be as per UNICEF policy,
* “As per UNICEF DFAM policy, payment is made against approved deliverables. No advance payment is allowed unless in exceptional circumstances against bank guarantee, subject to a maximum of 30 per cent of the total contract value in cases where advance purchases, for example for supplies or travel, may be necessary”.
* 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.

**Risks**

No risks are foreseen for this assignment as it will be largely desktop analysis and remote working.

**How to Apply**

Qualified candidates are requested to submit a cover letter, CV, P11 form and their technical proposals to the online recruitment portal (Talent Management System) or email provided.

Interested candidates to indicate ability, availability, and rate (daily? monthly?) expressed in US$ for international or KES for national consultancy or individual contractor contract to undertake the terms of reference.

**Applications submitted without a fee/ rate will not be considered.**