

TERMS OF REFERENCE

SHORT TITLE OF ASSIGNMENT

Pacific Children Climate Risk Index – Disaster Risk Management (CCRI-DRM) Coordination

BACKGROUND

The Pacific Island Countries and Territories (PICTs) are among the most affected and vulnerable areas to the impacts of climate change, environmental degradation, and biodiversity and habitat loss. The 2021 World Risk Index identifies five PICTs among the 20 most at-risk countries in the world (Vanuatu, Solomon Islands, Tonga, Fiji and Kiribati). While its collective greenhouse gas (GHG) emissions account for less than 0.01 per cent of global emissions, the Pacific region is at the frontline of the adverse impacts of climate change. People in the Pacific Small Islands Development States (SIDS) are three to five times more at risk than those in other parts of the Asia-Pacific region. According to the Intergovernmental Panel on Climate Change (IPCC), the Pacific region is being affected by rising temperatures, a larger proportion of the most intense tropical cyclones, storm surges, droughts, changes in precipitation patterns, sea level rise, coral bleaching and invasive species, all of which are already detectable across both natural and human systems. In addition, the region is exposed to non-climatic hazards, with 73 per cent of the population and 65 per cent of economic stock exposed to seismic hazards.

Composed of 14 Pacific Island countries and territories (PICTs), the region is home to over a million children. Children and young people are hit hardest by disasters and climate change impacts, which threaten food security, increase water scarcity, force families from their homes, and increase the risk of conflict and public health emergencies. They face loss of livelihoods, disruption of education and limited access to safe water, sanitation and hygiene (WASH), health and nutrition, and child protection services. There is also a greater risk of exploitation, abuse, violence and family separation.

In order to protect the lives, health and well-being of children and strengthen the resilience and capacity of their communities to adapt essential social services to a changing climate, more frequent/extreme disasters and a degrading environment, a comprehensive child-inclusive subnational risk assessment along with data systems and policies that work across development and disaster management to identify and prioritize the most vulnerable children and services are needed. This data and analysis can be used to inform multiple purposes: disaster risk reduction (DRR) and climate change adaptation, preparedness planning, and wider development agendas. The availability of coherent, accessible, and updated information is considered a priority to inform decision makers and promote processes of climate change adaptation, DRR and more sustained and resilient development. Those efforts should be based on a shared analysis of risks, including multiple shocks and stress threats, both natural and human-made threats, and using an integrated, multi-sectoral approach. This will facilitate planning and prioritization of risk areas and a better understanding of the underlying causes of increased risk levels.

In 2021, UNICEF undertook the first comprehensive analysis of climate risk from a child's perspective. Called the Children's Climate Risk Index – Disaster Risk Model (CCRI-DRM)¹, it ranks countries based on children's exposure and vulnerability to climate and environmental hazards, shocks and stresses. The CCRI-DRM is a composite index developed based on exposure to hazards and socio-economic vulnerabilities data with a focus on children. It is devised to help understand and measure the likelihood and specific areas where climate and environmental shocks and stresses may lead to erosion of development progress, the deepening of deprivations, and humanitarian crises that affect children and vulnerable households and groups. It seeks to identify which areas are at risk of deepening child deprivations and humanitarian situations affecting children as a result of their exposure to these shocks and stresses and to understand the underlying factors that could contribute to these risks.

¹ <https://www.unicef.org/reports/climate-crisis-child-rights-crisis>

In the second phase, the CCRI-DRM is being calculated at subnational levels covering in addition some countries of the Pacific Islands region that were not included in the first phase due to data availability limitations. The overall intention is to support the establishment of a national-led, multistakeholder framework on the nexus between children's climate, environment and disaster risks and the development of their full potential in the Pacific Islands. The CCRI-DRMs subnational assessment in the Pacific Islands are envisaged to capture the following components:

- Subnational CCRI-DRMs for Fiji, Solomon Islands, Vanuatu and Kiribati.
- Country specific interactive platforms, making the Pacific CCRI-DRMs publicly accessible.
- Multi-stakeholder technical platforms guiding the production and update of the Pacific CCRI-DRMs and the analysis and use of its' results.
- CCRI-DRMs analytical reports to support the alignment and coordination of planning and programming efforts of national actors with informed by identified child vulnerabilities and risks from climate, environmental and other shocks and stresses and climate changes.
- The promotion and facilitation of the use of evidence on climate, environmental and disaster risks to support climate change mitigation and adaptation, emergency preparedness and response, DRR, resilient development.

The Pacific CCRI-DRMs respond to the need for an integrated climate, environment and disaster risk information system for governmental institutions at national and subnational levels that brings together data from data sources existing in various institutions and provides them and humanitarian and development partners up-to-date, context-specific information at subnational level on children's vulnerabilities, including those related to health, education, WASH, child protection and social protection, and their exposure to climate, environmental and other natural and anthropogenic hazards, shocks and stresses and disasters. This will allow for the development of tailored preparedness, mitigation, and response mechanisms informed by subnational risk data and analysis.

UNICEF Pacific is seeking a dedicated, proactive consultant to work closely with UNICEF Pacific and their Field Offices (FO), and Government and Non-Government partners of Fiji, Vanuatu, Solomon Islands and Kiribati to develop a theoretical framework for the CCRI-DRM models, facilitating the identification of country-specific indicator data sets and the construction of the CCRI-DRM index indicators and models with government line ministries, and the preparation of tools, procedures, and documentation for the development of the CCRI-DRMs. Once risk is understood and informed by data, high-level sectoral briefs will need to be prepared to inform sector priorities for the mainstreaming of climate resilience and mitigation/adaptation investments.

OBJECTIVE / SCOPE OF WORK

The purpose of this consultancy is to support UNICEF Pacific and the governments of Fiji, Vanuatu, Solomon Islands and Kiribati to develop CCRI-DRMs contextualized to their country specific context, ensuring a high level of engagement and ownership by national authorities and other stakeholders. For this assignment, the consultant will work with UNICEF and relevant government and non-government partners to identify, compile and analyze existing data sources and platforms to capture 1) climate and disaster risk and 2) vulnerability, especially for children, families, and their communities to these risks at the national and subnational level. Subsequently, an interactive open-source visualization platforms presenting the subnational risk models and underlying indicators data will be embedded or developed with support from UNICEF that will assist with prioritization and planning for risk mitigation and adaptation – as well as inform preparedness and development investment priorities. While the Pacific CCRI-DRMs will share common principles, the four CCRI-DRMs will be independent and developed bilaterally with national governments, institutions and other stakeholders, ensuring that each model reflects and captures the specific vulnerabilities and climate and disaster risks for children in each context.

She/he will work under the general guidance and supervision of the WASH Specialist, engaging and working closely with UNICEF Pacific programmatic areas, UNICEF Vanuatu, Solomon Islands and Kiribati Field Offices (FO), and national government institutions. The process will primarily engage and coordinate with the climate change and disaster management authorities in each country (the Climate Change Division under the Office of the Prime Minister in Fiji; the Ministry of Climate Change Adaptation, Meteorology & Geo-Hazards, Energy, Environment and Disaster Management in Vanuatu; the Ministry of Environment, Climate Change, Disaster Management and Meteorology in Solomon Islands; and

the Ministry of Environment, Lands and Agriculture Developments in Kiribati), involving other governments institutions such as the Statistics Divisions, the Meteorological Services and sectoral line ministries (from the areas of health, nutrition, education, WASH, child protection, and social protection, among others).

In coordination with UNICEF Pacific, UNICEF FOs and national governments, the Pacific CCRI-DRM Coordinator (the Consultant) will carry out the following specific tasks in line with an agreed workplan and timeline:

1. Support and facilitate coordination among governments, UNICEF (including UNICEF Pacific, Vanuatu, Solomon Islands and Kiribati FOs, UNICEF Headquarters – HQ – and UNICEF East Asia and the Pacific Regional Office – EAPRO) and other key sector stakeholders. This includes participating in global bimonthly calls with UNICEF HQ, Regional Offices and other UNICEF Country Offices (COs) who are conducting similar processes.
2. Coordinate and facilitate meetings, discussions, and workshops among all parties, ensuring that the workplan and objectives are met, and consensus is reached.
3. Map key stakeholders to engage at country level and develop a stakeholders engagement plan to ensure their active and meaningful participation across key phases of the processes. This may include national and subnational authorities, CROPs agencies (Council of Regional Organisations in the Pacific), UN agencies, development partners, NGOs and international organizations, academia, children and youth organization and civil society organizations, among others.
4. Support the establishment of country-specific multi-stakeholder Technical Working Groups (TWGs) to guide and facilitate the development of the CCDRI-DRMs and the participation of other relevant institutions and partners. The TWGs will be composed of a small number of institutions and will bring together key actors for the development, maintenance and use of CCRI-DRMs in each country, ensuring their continuous and high level of engagement across all phases.
5. Provide technical support in the development of country-specific CCRI-DRMs. This task includes developing ToRs and work plans, coordinating, organizing and facilitating working meetings, providing updates, addressing queries, concerns and feedback from stakeholders promptly and effectively, following-up on the agreements reached and coordinating the delivery of inputs by TGWs members.
6. Conduct participatory diagnosis of national capacities to provide reliable, objective, timely and sustainable information to feed the CCRI-DRMs and interactive platforms.
7. Conduct a research, identify and review existing platforms, tools, data sources of shocks and stresses, exposure and vulnerability data and information and work with respective governments and non-government partners to identify existing risks and available indicators and datasets at national and subnational levels for each country for the construction of the models.
8. Facilitate and support the development of the theoretical framework of the country-specific CCRI-DRM models based on the global CCRI, other CCRI experiences led by UNICEF across the world (such as Cambodia, Kenya, and Saint Kitts and Nevis, among others) as well as INFORM Subnational risk assessments and the local contexts in consultation with the TWGs and other relevant stakeholders. This include support in coordinating, organizing and facilitating (virtually) workshops (two in each country) to collectively design and validate the models with a high level of participation and engagement of national stakeholders.
9. Support the development and implementation of the conceptual design of each CCRI-DRM models in close collaboration with the TWGs including collection, compilation and cleaning of secondary indicator data;

establishing data sharing mechanisms, procedures and tools; constructing the model indices and documenting metadata; managing a review and validation process with the TWG and other stakeholders and making necessary revisions to the model; preparing documentation of the model and its results; and presenting and explaining the model and results to TWG and associated stakeholders. The design of the models will be led by UNICEF HQ and EAPRO, with support and assistance of the Pacific CCRI-DRM Coordinator.

10. Design, coordinate and deliver training sessions for TWGs and governments in the use of the CCRI-DRM to inform key climate and disaster risk management priorities and programming to ensure they are able to maintain the model and interactive platform and make updates and adjustments in the future.
11. Support complementary sectoral analysis and country-specific reports based on the results of the CCRI-DRMs to support decision-making.
12. Support the development of donor reports (4 in total) by providing inputs as requested by UNICEF Pacific.
13. Produce brief progress reports informing about the progress of the workplans at country level, meetings and arrangements held, and identifying bottlenecks and mitigation measures to avoid them. The reports will be brief consisting in a maximum of 2 or 3 pages without annexes.

ACTIVITIES, DELIVERABLES AND TIMELINES, PLUS PAYMENT SCHEDULE PER DELIVERABLE

ACTIVITY	DELIVERABLES	ESTIMATE D TIME TO COMPLETE	PAYMENT (%)
<ul style="list-style-type: none"> Draft a inception report outlining the scope of the work, activities, key stakeholders (at country level, including mapping and developing of the stakeholders engagement plan), methodology to be implemented and tentative timeline. Review existing materials and experiences of CCRI-DRM adaptation processes, including the CCRI global model and CCRI-DRM subnational models and methodology reports, INFORM guidance, UNICEF HQ's Document Library and other KM materials. 	<ul style="list-style-type: none"> Product 1 – inception report. 	5 working days	25%
<ul style="list-style-type: none"> In coordination with UNICEF, establish the TWG for each country, including management of formal invitations and draft of the ToRs and workplans in consultation with members. Research and review of existing risk and vulnerability analysis and tools and identify available indicators and data sources for the construction of the subnational CCRI-DRM models. Conduct a participatory diagnosis of national capacities to provide timely and sustainable information to feed the CCRI-DRMs models. Produce a brief progress report informing about the progress of the work plan, meetings and arrangements, identifying bottlenecks and mitigation measures. 	<ul style="list-style-type: none"> Product 2 – preparation report & workplan progress report 1. 	25 working days	

<ul style="list-style-type: none"> • Coordinate, organize and facilitate one workshop in each country with governments and other stakeholders to design the theoretical framework of the CCRI-DRM models. • Draft the CCRI-DRMs theoretical framework of each country based on the workshops' outcomes and identify the best available indicators and datasets at the administrative level of the models. 	<ul style="list-style-type: none"> • Product 3 – theoretical frameworks. 	25 working days	30%
<ul style="list-style-type: none"> • Collect and consolidate existing data at national and subnational levels from secondary sources according to the indicators defined for each country. Clean, systematize and integrate the indicator data in a standardized table format. • Produce a brief progress report informing about the progress of the work plan, meetings and arrangements, identifying bottlenecks and mitigation measures. 	<ul style="list-style-type: none"> • Product 4 – databases & workplan progress report 2. 	25 working days	
<ul style="list-style-type: none"> • In close consultation and collaboration with TWGs, national stakeholders, UNICEF Pacific, FOs and global teams, support the calculation of the CCRI-DRM subnational index for each country: <ul style="list-style-type: none"> ◦ Facilitate and support the construction of estimates of exposed child population to specific hazards for the Pillar 1 shock exposure indicators. For each country, this includes the identification of preferred sources for hazard layers and definition of threshold values to identify exposed areas; identification of preferred source for the child population layer and, if needed, construction of a subnational population map for the analysis based on available census data. • Produce a brief progress report informing about the progress of the work plan, meetings and arrangements, identifying bottlenecks and mitigation measures. 	<ul style="list-style-type: none"> • Product 5 – draft first version of the CCRI-DRMs & workplan progress report 3. 	30 working days	10%
<ul style="list-style-type: none"> • Coordinate, organize and (virtually) facilitate one workshop in each country to validate the CCRI-DRM models. • Support the brief description of indicator relevance /narrative as part of the metadata compilation. • Support the integration of subnational models (results and indicator data) in interactive platforms (GeoSight) to share its results and promote their use. 	<ul style="list-style-type: none"> • Product 6 – final version of the CCRI-DRMs models. 	15 working days	20%
<ul style="list-style-type: none"> • Design, coordinate and facilitate training sessions for TWGs and governments in the construction and update of the CCRI-DRM subnational index, including in the integration and update of indicator data in the indicator data sheets, the calculation of indices and composite indices, and documentation of metadata. • Produce a brief progress report informing about the progress of the work plan, meetings and arrangements, identifying bottlenecks and mitigation measures. 	<ul style="list-style-type: none"> • Product 7 - workplan progress report 4. 	10 working days	
<ul style="list-style-type: none"> • Development of country-specific reports and advocacy materials based on the results of the CCRI-DRM and the process developed. • Produce a brief progress report informing about the progress of the work plan, meetings and arrangements, identifying bottlenecks and mitigation measures. 	<ul style="list-style-type: none"> • Product 8 – CCRI-DRM result reports & workplan progress report 5 (final). 	20 working days	15%

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QUALIFICATIONS, SPECIALIZED EXPERIENCE AND ADDITIONAL COMPETENCIES

☒ Bachelors ☒ Masters ☐ PhD ☐ Other

- An Advanced University degree in social sciences, public policies, statistics or related fields. In lieu of an advanced degree, a Bachelor may be accepted with 2 additional years of relevant experience.
- At least 5 years of relevant professional experience related to the development of information systems, management and analysis of quantitative data.
- Experience in the statistical system, GIS, data exchange and information sharing mechanisms/structures in developing countries; this experience being in climate and disaster risk management areas and Small Islands Development States will be a strong asset.
- Knowledge of national and local governance and climate change and disaster risk management is an asset.
- Experience of working with government partners.
- Experience designing and facilitating inter-institutional working groups and participatory processes engaging a diverse range of stakeholders, including governments.
- Experience in researching and preparing written analytical reports in an accurate, concise and timely manner.
- Analysis skills and quantitative and qualitative synthesis of information.
- Work experience serving in a developing country is required. Work experience in the Pacific Islands region is an asset.
- Experience working in UNICEF or a UN system agency is an asset.
- Fluency in written and spoken English.

CONDITIONS OF WORK AND CLARIFICATION ON SUPERVISION

The consultant will work remotely ensuring availability to work at times suitable to the Pacific Islands region when required. All costs related to the work will be included in the financial proposal and subsequent contract. Daily monitoring and supervision will be provided by the Climate and Environmental Specialist and the Emergency Specialist, with support of the WASH Specialist in Fiji.

ADMINISTRATIVE ISSUES

- 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 to ensure that the visa (applicable) and health insurance 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.

- No contract may commence unless the contract is signed by both UNICEF and the consultant/ contractor.
- Consultant/Contractor will be required to complete mandatory online courses (e.g. Ethics, Prevention of Sexual Exploitation and Abuse and Security) upon receipt of offer and before the signature of contract.

GUIDANCE FOR APPLICANTS

All applications for this consultancy must include a **separate financial offer** along with the **technical proposal**.

The financial proposal should be a lump sum amount for all the deliverables and should show a break down for the following:

- Daily consultancy fees – based on the deliverables in the Terms of Reference above
- Miscellaneous- to cover communications, and other costs.