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

**National Ful-Time Contractor Climate Change and Environmental Sustainability for WASH**

1. **BACKGROUND / RATIONALE**

UNICEF’s 2019 report, an Environment Fit for Children, states that **climate change is a direct threat to a child’s ability to survive, grow, and thrive.**Extreme weather events such as cyclones threaten their lives and destroys infrastructure critical to their well-being. Floods compromise hygiene and access to water and sanitation facilities and services, leading to diseases such as cholera, to which children are particularly susceptible and vulnerable. Droughts lead to crop failures and rising food prices, which for the poor mean food insecurity and nutritional deprivations that can have lifelong impacts. The wider impact of temperature rise is eroding environmental assets such as ground cover, forest etc., leading to increased frequency and magnitude of natural disasters and wider environmental degradation that compromises children’s access to ecosystem services1.

The WHO predicts that an **additional 250,000 climate-related deaths will occur globally**– per year – between 2030 and 2050, given the current trajectory, from malnutrition, malaria, diarrhoea and heat stress.2 Especially women and children are at risk, as well as other vulnerable groups such as people with disabilities. UNICEF estimates that **by 2040, almost 600 million children globally are projected to be living in areas of extremely high-water stress**.  According to UN Women’s 2020 report on gender equality, “Men are 75 per cent of parliamentarians, hold 73 per cent of managerial positions, are 70 per cent of climate negotiators and almost all peace negotiators”. This means that **women have inequitable shares of the decision-making power needed to address climate resilience issues** that affect their employment, communities and families.3

**India is the 5th most vulnerable to climate change globally**, according to GermanWatch. In 2018, India lost nearly 37 billion dollars due to climate change (almost twice than what it lost between 1998-2017). NITI Aayog (2018) estimates that **more than 600 million Indians will face ‘acute water shortages’** in coming years. MIT estimated that **flash flooding will significantly increase** in 78 of India’s 89 urban areas if global temperatures rise to 2° Celsius above preindustrial levels. Rise in sea surface temperature has already resulted in **more intense cyclones and sea level rise**.

**Air pollution and environmental sustainability are great concerns in India.**21 of the world’s 30 most polluted cities are in India (IQ Air Report, 2020) and a Lancet study from 2018 estimates that **air pollution in India killed 1.24 million people in 2017** (12.5 per cent of total deaths). Yale’s Environmental Performance Index ranked India at 177 out of 180 countries, based on four performance indicators measured in 2018.

According to WHO’s 2017 ‘Inheriting a Sustainable World?’, 26 per cent of under five deaths could be avoided by addressing environmental health risks4. Climate change is an ever-increasingly presence in our daily lives, and as such, resilience and mitigation measures addressing its consequences need to be incorporated into UNICEF’s current and future programmes. This is particularly true in this last ‘Decade of Action’ before the world’s nations have to deliver on the Sustainable Development Goals in 2030. UNICEF’s water, sanitation and hygiene (WASH) programme in particular has the mandate to incorporate climate resilience across all sub-thematic initiatives by 2021, with the aim to align itself with environmental and social safeguard benchmarks over the next two to five years.

The consultant would report to the WASH CCES lead for climate resilient WASH deliverables, and tangentially to the Delhi-based CCES strategic team made of focal points from communications, advocacy and partnerships (CAP), disaster risk reduction (DRR), WASH, and education programme teams, for office-wide dialogues and advocacy efforts.

The activities and deliverables would be in line with the objectives and requirements of four line ministries that UNICEF is currently a key technical partner of: Ministry of Jal Shakti, Ministry of Health and Family Welfare, Ministry of Education and Ministry of Environment, Forest and Climate Change. The contractor would be expected to liaise with ministry focal points, as well as potentially the state counterparts. UNICEF’s WASH programme currently supports in large part the Ministry of Jal Shakti, through the Swachh Bharat Mission and the Jal Jeevan Mission, both which seek to promote access to sustainable WASH services to all Indians across the country in the coming few years.

There is the possibility that the contractor will be expected to liaise with the Ministry of Housing and Affairs and its line departments in states for urban-centric climate resilience WASH programming

1. **PURPOSE OF ASSIGNMENT**

The main purpose of the position would be to support UNICEF’s WASH programme to becoming more climate and environmentally resilient, in a strategic way which factors current capacity and specific added value of UNICEF in India, and in alignment with UNICEF’s global Strategic Plan for 2022-2025, under which Goal Area 4 states that UNICEF will work to ensure that ‘every child, including adolescents, has access to safe, resilient water, sanitation and hygiene services and lives in a safe and sustainable climate and environment’. The assignment also requires providing support to key advocacy efforts related to CCES objectives and supporting office-wide conversations on incorporating CCES into UNICEF’s existing programmes related to nutrition, health, education, child protection, and communication for development, in addition to in-depth support to the WASH programme.

**3. OBJECTIVE/S**

* Support UNICEF’s WASH programme in selecting and incorporating climate resilient indicators and activities through technical assistance and capacity building efforts (60%); the selection will consider specific niches and added value from UNICEF considering the CCES landscape in India, notably approaches and programme components led by government counterparts and development partners.
* Help coordinate discussions on CCES objectives for all programmatic initiatives across UNICEF India’s 13 state and Delhi offices (30%) notably to identify relevant approaches under the ongoing 2018-2022 UNICEF Country Programme (CP), and the next 2023-2027 CP.
* Help coordinate UNICEF India inputs into advocacy efforts and events that provide visibility regionally and globally e.g. organizing Earth Day webinars, supporting COP28 discussions, etc. (10%)

**4. MAJOR TASKS TO BE ACCOMPLISHED**

Overall, the contractor would be required to support preparing and finalizing strategies related to aligning the WASH programme with CCES objectives, to make it climate resilient WASH while focusing on UNICEF niches/added value in the sector and factoring in current capacity and resources of the UNICEF WASH Programme, and to promoting advocacy efforts and dialogue across the office and multiple programmes.

More specifically, the consultant will be supporting the following tasks:

**Climate Resilient WASH (70% time commitment)**

* Finalize the draft climate resilient WASH framework, which will act as guidance for shifting WASH programming into becoming climate resilient, with appropriate indicators identified for measuring resilience; framework to address shifts in both rural and urban settings. A detailed and a summarized version (ppt/conceptual type clarifying the building blocks, milestones and timelines).
* Support integration of CRW messaging, technical approaches, and other content into existing WASH materials e.g. sanitation and drinking water supply guidelines, WASH in school toolkits for teachers and students, etc.
* Develop advocacy briefs on CRW for prioritizing it within government and donor agendas
* Identify potential CRW partnership opportunities with government counterparts and with development partners, to operationalize CRW within existing flagships and programmes
* Support in developing donor proposals for CRW
* Support 2-3 state offices in scaling-up existing CRW initiatives and support documentation of the process and outcomes for cross-learning and scaling-up most effective approaches; support related cross-learning activities
* Advocate at central and state level for inclusion of WASH programming in climate change programme development and fund allocations
* Support evidence generation activities (studies, research, documentation, assessments, etc.) for CRW

**Office-wide CCES Dialogues and Advocacy (30% time commitment)**

* Update the existing CCES roadmap for the office as and when needed, to incorporate latest objectives and goals as discussed by CCES focal points across programme teams
* Support the coordination of CCES across programmes and offices, through focal point meetings and bilateral discussions
* Support capacity building orientations and/or trainings for UNICEF staff, either organized by regional and headquarter offices, or within the India country office itself, on CCES related programming e.g. climate finance, developing monitoring tools and indicators, advocacy with government on CCES, etc.
* Support the Supply and Procurement team in their efforts to improve sustainability of procurement
* Develop advocacy briefs on CCES objectives for various programmes
* Support programmes – nutrition, WASH, CAP, DRR, education, health, SBC, etc. – in conducting CCES related research, evaluations, or other related activities
* Support organizing events for key advocacy days that promote visibility of UNICEF India’s work and youth-led/youth-inclusive action on CCES issues e.g. air quality campaigns, Earth Day activities, youth panels, etc.
* Support the office in preparing for its potential roles in COP28 in 2023, which includes supporting youth engagement and advocacy

**Key deliverables to be completed by the end of this contract include:**

* Updated CCES Roadmap: there is an existing roadmap that is a ‘living’ document and will require updating once every six months
* Incorporate CRW aspects in training modules, handbooks, capacity building efforts on ODF+ under SBM-II and access to safe drinking water under JJM
* Review, documentation and assessment of CRW practices in schools by way of data analyses reports and briefs, with special reference to performance under the Swachh Vidyalaya Puraskar indicators.
* Lead the incorporation of CCES aspects in education programmes for students and teachers by supporting the UNICEF Education section in its advocacy with NCERT.
* Coordinate with the Health team in its joint work with NCDC on climate change and human health by way of drafting workplans and action agenda, reviewing reports, training modules, and IEC, and attending key meetings and workshops.
* Together with the Supply and Procurement team, prepare and conduct a survey to assess the sustainable procurement practices of ICO’s vendors, identify gaps and recommend resilient pathways. Support in drafting ICO’s Sustainable Procurement guidelines.
* Provide technical inputs, relevant content and case studies to the Communications teams for key international days and weeks, e.g World Water Day, World Environment Day etc
* Two trainings for UNICEF India staff: Consultant will be required to run trainings independently or in collaboration with regional and headquarter offices, on two key capacity needs for the office that support better CCES related programming
* Write proposals and funding cases on investment for CCES. Two CRW/CCES related funding opportunities identified and supported
* Support in incorporating and finalizing CCES in the Result Framework of all 6 programme areas.
* Two to three state-level WASH interventions directly supported with incorporation of CRW activities, with documentation of challenges, lessons learned and opportunities for replication and scale up in other states

**5. DELIVERABLES AND DEADLINES**

The contractor will be paid on a monthly basis for 11.5 months, against concise monthly work plans and progress reports on deliverables, with the understanding that the key deliverables will be accomplished within the set contract period.

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| **Months** | **Major Task** | **Deliverable** | **Specific delivery date/deadline for completion of deliverable (please mention as date/no. of days/month)** | **Estimated travel required for completion of deliverable (please mention destination/ number of days)** |
| **1 – 11.5** | Work on key deliverables listed under ‘major tasks to be accomplished’ | Deliverables to be completed by end of contract:  *As listed under ‘major tasks to be accomplished’* | Deadlines to be discussed after the contract is initiated | Consultant will be expected to travel for a total of 25 days, to up to five states in which UNICEF is working |

**6. DUTY STATION**

Consultant to be based in New Delhi

**7. SUPERVISOR**

WASH Specialist

**8. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)**

The contractor will be provided 25 travel days (five trips of five days each) for work done in any of the 15 supported states, based on COVID-19 safety protocols at that time.

**9. ESTIMATED DURATION OF CONTRACT (FULL TIME)**

This is a full-time contract that will last 11.5 months

**10. QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT (Please use as applicable)**

**Required Experience and Skillset:**

* University degree in any of the related fields (e.g. social sciences, public health, environmental sciences, development, programme management) with specialized knowledge on water, sanitation, and hygiene programming and research in India, as well as demonstrated expertise in qualitative and quantitative research and writing; PhD in relevant fields desirable
* At least 4 years of experience in WASH or WASH-related sectors e.g. public health, environmental sciences, etc.
* At least 3 years of experience in working on climate change and environmental sustainability programming
* Demonstrated experience with working directly with government counterparts; experience with Ministry of Environment, Forestry and Climate Change and Ministry of Jal Shakti and/or relevant state counterparts desirable
* Demonstrable experience in developing CCES related strategies and frameworks**; applicants are required to submit an example of previous related work from the past two years**
* Excellent written and communication skills in English, as well as presentation skills are MANDATORY for this position, especially for proposal writing; familiarity with local languages (Hindi, etc.) is preferred
* Proven ability to advocate effectively with national state and district level officers of counterpart and other departments; experience working with governments is an advantage

**Desired Experience and Skillsets:**

* Experience in large-scale data management is highly desired
* Previous experience working with UN or bilateral agency will be an advantage
* Experience in conducting capacity building workshops
* Experience working with government and decision-making bodies in India
* Background in successful proposal writing
* Experience in fostering public-private partnerships

**Possible Physical Labour Involved in Completing Work for this Position:**

* **Note that the UNICEF Delhi office has a ramp at its entrance for additional accessibility**
* Working at the office a few days a week (space will be granted on the first floor if necessary or other working alternatives can be negotiated)
* Photocopying, printing, etc.
* Possible travel involved on flight, in car, etc. to various state offices (can be negotiated)
* Attending offline meetings and moving between office rooms for discussions, etc. and carrying necessary work tools (e.g. laptops, notebooks) for taking notes
* Maintaining stock of the section’s library (consisting of knowledge products in tangible form such as event standees, posters, coffee-table books, publications)

**11. SELECTION PROCESS (tick one):**

**(A)**  **Quality and Cost Based Selection (QCBS)**

**The technical evaluation criteria (75 points in total) will be split as follows:**

1. Cover letter (max 2 pages) and CV highlighting relevant past experience (**35 marks);** cover letter should be two pages maximum and demonstrate expertise in this sector, ideally with government bodies at national or state level, and other large multilateral organisations (WHO, World Bank, etc.)
2. Writing sample demonstrating experience in developing CCES related strategies or frameworks, from the past two years **(10 marks)**
3. Interview **(30 marks)**

**The financial bid will count towards 25 points out of the 100 total.**

Candidates who score 60 marks or above on the technical proposal will have their financial bids considered

**12.**  **PAYMENT SCHEDULE**

Payment will be divided equally into months and provided on a monthly basis.

***13. IMPORTANT NOTES*** *(TO BE INCLUDED IN THE FINAL TOR TO BE ADVERTISED):*

* *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 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.*