

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS

Title: National Consultant for Adaptive Social Protection	Duty Station: <i>Consultant should be home-based and will not have assigned desk or office space.</i>
Purpose of Activity/Assignment: To continue UNICEF's support to the Government to strengthen the social protection system to make it child-sensitive and adaptive to address life-cycle-based risks and vulnerabilities in development and emergency situations.	
Background: UNICEF Indonesia has been supporting the Government to ensure that the children and adolescents in Indonesia benefit from evidence-based planning and public expenditure, reliable data, and an expanded universal social protection system that accounts for environmental risks and disasters. In doing so, one of the focuses of the social policy programme is to make sure that the Government has improved capacity to implement effective child-focused, shock-responsive programmes to protect all children from social, climate, and environmental risks. Aligning with social policy mandate and Indonesia Country Programme Priorities, the 2023 AWP focuses on strengthening adaptive social protection through building the capacity of the Government at national and sub-national levels. Some of the key interventions include training at the sub-national level on shock-responsive/adaptive social protection, training on climate and disaster-responsive villages, an analysis of the Disaster Risk Financing Strategy to integrate emergency social protection financing mechanisms, a national seminar on child and shock-responsive social protection in Indonesia, collaboration with the coordinating Ministry in advancing the Usage of Social Protection Data to Accelerate Immunization Rate for Children and developing an emergency cash transfer guideline collaborating with other relevant ministries. To support the Government to strengthen shock-responsive and adaptive social protection, UNICEF decided to engage a part-time national senior expert who would provide technical support to the Ministry of Finance, the Ministry of Development Planning, and the Ministry of Village to implement the activities mentioned above.	
Scope of Work: <ol style="list-style-type: none"> 1. Review the training manual of the Adaptive Social Protection, reorganizing five days curriculum into 3 days. 2. Support BAPPENAS to organize the training in three provinces – Nusa Tenggara Barat, Nusa Tenggara Timur, and Banda Aceh 3. Coordinate with the Ministry of Village and facilitate training on disaster-responsive villages and workshops on gender-responsive social protection. 4. Provide technical support to the Ministry of Finance to integrate the emergency social protection financing mechanism into the disaster Risk Financing Strategy and collaborate with an institutional consultant to accomplish the analytical study and dissemination workshop led by the Ministry of Finance. 5. Provide technical support to finalize a concept note for the national seminar on child, gender, and shock-responsive social protection in Indonesia, collaborate with Bappenas and local think tanks; facilitate the organization of the seminar. 6. Support dialogue with the Ministry of Social Affairs to establish a formal partnership to strengthen the social protection system. 7. Collaborate with two Institutional consultants to finalize the Adaptive Social Protection implementation plan and the feasibility study on social protection innovative financing. 	

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<p>8. Prepare a social protection fact sheet template and prepare the fact sheet including detailed information on the social protection landscape in the country; existing challenges; and UNICEF's potential entry points for future collaboration with different Ministries.</p> <p>9. Collaborate with the coordinating Ministry in advancing the uses of Social Protection Data to Accelerate Immunization Rate for Children and develop an emergency cash transfer guideline by collaborating with other relevant ministries, and conduct a stakeholder analysis for expanding social protection partnerships.</p>		
Supervisor: Social Policy Specialist	Start Date: 1 July 2023	End Date: 30 March 2024
Work Assignment Overview		
Tasks/Milestone	Deliverables/Outputs	Timeline
1. Prepare and inception report of the assignment and review the training manual of the Adaptive Social Protection, reorganizing five days curriculum into 3 days.	Revised final training manual	5 days
2. Support BAPPENAS to organize the ASP training in three provinces – Nusa Tenggara Barat, Nusa Tenggara Timor, and Banda Aceh	Training accomplishment report, indicating the number of participants by male and female and lessons learned.	10 days
3. Coordinate with the Ministry of Village and facilitate training on disaster-responsive villages and workshops on gender-responsive social protection.	Training and workshop reports, indicating # of participants and lessons learned for future work.	10 days
4. Provide technical support to the Ministry of Finance to integrate the emergency social protection financing mechanism into the disaster Risk Financing Strategy and collaborate with an institutional consultant to accomplish the analytical study and dissemination workshop led by the Ministry of Finance.	The final study report, dissemination workshop report, and contribution of the analytical report on the revision of the disaster risk financing strategy.	20 days
5. Provide technical support to finalize a concept note for the national seminar on child, gender, and shock-responsive social protection in Indonesia, collaborate with Bappenas and local think tanks; facilitate the organization of the seminar.	Concept note, presentation of experts, list of participants, seminar report including co-created recommendation and implementation plan.	30 days
6. Support dialogue with the Ministry of Social Affairs to establish a formal partnership to strengthen the social protection system.	Minutes of dialogues including specific action points and implementation timeline.	10 days
7. Collaborate with two Institutional consultants to finalize the Adaptive Social Protection implementation plan and the feasibility study on social protection innovative financing.	Two final reports	5 days

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8. Prepare a social protection fact sheet template and prepare the fact sheet including detailed information on the social protection landscape in the country; existing challenges; and UNICEF's potential entry points for future collaboration with different Ministries.	Social protection Fact sheet indicating current challenges and UNICEF's future entry points	15 days
9. Support and collaborate with Ministries concerned with emerging interventions.	Agreed plan with supervisor and implementation report.	10 days
10. Collaborate with the coordinating Ministry in advancing the Usage of Social Protection Data to Accelerate the Immunization Rate for Children.	Guideline on integrated social protection data to accelerate immunization rate for children and report on training to be accomplished under a low-value consultant.	10 days
11. Develop an emergency cash transfer guideline by collaborating with other relevant ministries and UNICEF sectoral programmes, and conduct a stakeholder analysis to expand social protection partnerships.	Guideline, and a report on stakeholder analysis.	30 days

List of Deliverables	Payment Schedule
1. Inception report and revised training manual 2. Reports on ASP training 3. Report on disaster-responsive villages training 4. Progress report on DRFI 5. Draft concept note for the national seminar on child, gender, and shock-responsive social protection in Indonesia	1st payment, 31 August 2023 (24.51% of the total budget)
4. Final DRFI report, policy brief, ASEAN side event on DRFI, 5. Final preparation on a two-day seminar on child, gender, and shock-responsive social protection.	2nd payment, 31 October 2023 (24.51% of the total budget)
5. Final report of the seminar on child, gender, and shock-responsive social protection. 6. Guidance notes on the formal partnership with MOSA. 7. Publish the report on innovative financing for social protection and implementation strategy of ASP.	3rd payment, 31 December 2023 (24.51% of the total budget)
8. Social protection factsheet. 9. Implementation report on emerging intervention 10. Guideline on integrated social protection data 11. Emergency social protection guidelines, and stakeholder analyses.	4th payment, 31 March (26.45% of the total budget)

<p>Minimum Qualifications required:</p> <p><input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines: Master or Doctoral degree in Finance, Economics, Public Policy, Social Policy/Social Development, International Development, International Relations, or other relevant fields.</p>	<p>Knowledge/Expertise/Skills required:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Master or Doctoral degree in Finance, Economics, Public Policy, Social Policy/Social Development, International Development, International Relations, or other relevant fields. <input type="checkbox"/> At least 10 years of experience in evidence generation, high-level advocacy, programme design, financing, coordination, monitoring, and administration of social protection programmes. <input type="checkbox"/> Demonstrated experience in working with Government Ministries, particularly, the Ministry of Social Welfare, Coordinating Ministry of Human Capital Development, BAPPENAS, TNP2K, Ministry of Finance, and Ministry of Village. <input type="checkbox"/> Demonstrated experience in preparing analytical papers, and policy briefs to reform the social protection system in Indonesia. <input type="checkbox"/> Familiarity with the work and role of the United Nations is considered an added value. <input type="checkbox"/> Strong analytical, reporting, presentation, and writing skills which demonstrate the ability to write high-quality, clear, and concise reports including practical recommendations.
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