

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

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| Title: National consultant support the national nutrition information strategy development and national nutrition surveillance protocol development | Funding Code: Non-grant 3900/A0/08/881/001/005 | Type of engagement <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor | Duty Station: Freetown |
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Purpose of Activity/Assignment:

Access to timely, quality, and reliable nutrition-related data are essential to support planning, management and decision-making. A robust nutrition information system designed to continuously collect and interpret quality and reliable data on food, health, nutrition, and economic performance timely is needed to guide decisions on improving the nutrition situation of the population.

The lack of a consolidated view on how the different pieces of nutrition-related information together provide a coherent picture of the causes and outcomes of the nutrition problem is globally recognized as a barrier to evidence-based decision-making in nutrition. As a consequence, many decisions are made on partial data or contradicting evidence.

In Sierra Leone, nutrition-related data are generated from different information systems of different Government ministries, departments, and agencies (MDAs). Consolidation of some information occurs to some extent including through consistent engagement for Cadre Harmonise, a regional analytical framework in the West and Central Africa region that serves as an early warning tool to prevent a food crisis. Despite this, there is a lot of room for improvement to harmonize efforts, regularize timely consolidation and dissemination of data from multisectoral sources to inform actions, reduce duplication and maximize use of limited resources, and strengthen nutrition information governance. Lack of strong nutrition surveillance system that monitors trends to early detect malnutrition epidemics with identification of affected locations and vulnerable population and to trigger response activities is another challenge. The development of a national nutrition information strategy is a first step towards achieving a robust and holistic nutrition information management in the country.

The purpose of this consultancy is to support the development of Sierra Leone National Nutrition Information Strategy, which will be led by an international consultant

Scope of Work:

- (1) Facilitate stakeholder and resource mapping to support desk review.
- (2) Support coordination and field data collection from stakeholders to enrich the situation analysis of the current information systems for nutrition and to explore options for establishing a framework to collate information from multiple sources in order to inform multi-sectoral nutrition response through integration, consolidation, coordination, and improving data visibility.
- (3) Coordinate consultation with stakeholders to validate and endorse the strategy through consensus building and negotiation.

Child Safeguarding
 Is this project/assignment considered as “Elevated Risk Role” 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](#) and [Child Safeguarding FAQs and Updates](#)

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| Budget Year: 2021 | Requesting Section/Issuing Office: Health and Nutrition Section – Sierra Leone Country Office | Reasons why consultancy cannot be done by staff: The assignment requires dedicated time of an individual who is well acquainted with local context to coordinate stakeholder consultation and consensus building over a 6-months period. Existing Health and Nutrition staff will not be able to perform this role due to the nature of the work that requires navigation of sensitive consensus building process among multi-sectoral stakeholders, and a consultant would provide a more independent approach than UNICEF staff. In addition, the TORs have been developed knowing that these complexities will require work that is spread over a 6 months period while the actual number of working days is only 38 that will be difficult to engage a UNICEF staff member for a stretch assignment/surge or mission. | |
| Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify: | | | |
| Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview) | | Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment | |
| If Extension, Justification for extension: | | | |
| Supervisor: | Start Date: 01 October 2021 | End Date: 30 April 2022 | Number of Days (working): 38 |

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| Minimum Qualifications required: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines Public health Nutrition Epidemiology | Knowledge/Expertise/Skills required: <ul style="list-style-type: none"> • Master's degree in public health and nutrition, epidemiology, or health system management • The Contractor should have a minimum of 5 years' experience working on health and nutrition with managerial and coordination role • Ability to effectively grasp and incorporate inputs/feedback from multiple contributors • Previous UNICEF, UN and/or INGO experience in a similar role is desirable |
| Administrative details: Visa assistance required: <input type="checkbox"/> Transportation arranged by the office: <input checked="" type="checkbox"/> | <input type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based: If office based, seating arrangement identified: <input checked="" type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input checked="" type="checkbox"/> |

| Work Assignment Overview | | | |
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| Tasks/Milestone: | Deliverables/Outputs: | Timeline | Estimate Budget US\$ |
| Map stakeholders, information systems, and strategies to support desk review | Stakeholder and resource mapping | 01 - 15 Oct 2021 | |
| Field data collection from stakeholders (e.g. involve consultation) to inform the design of the strategy | Field data collection report | 16 Oct – 15 Dec 2022 | |
| Consultation with stakeholders to validate and endorse the strategy through consensus building and negotiation | Report on the finding of the consultation and validation | 16 – 30 Jan 2022 | |