

United Nations Children's Fund

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title: Social & Behaviour Change Consultant – LLIN Mass Distribution Campaign. (2 Consultancy Positions)	Funding Code:	Type of Engagement: <input checked="" type="checkbox"/> National Consultant <input type="checkbox"/> International Consultant	Duty Station: Freetown (with about 15 days field mission per month)
Purpose of Assignment: <p>Malaria is a leading cause of morbidity and mortality in Sierra Leone, with approximately 2.7 million cases of malaria reported annually. The distribution of long-lasting insecticide-treated bed nets (LLINs) remains a core strategy for preventing malaria in the country. The National Malaria Control Programme (NMCP), with support from the Global Fund and UNICEF, is planning a mass bed net distribution campaign in 2023. The success of this campaign will rely heavily on effective social and behavior change (SBC) interventions that aim to increase awareness, promote uptake, and encourage the sustained use of LLINs among target populations.</p> <p>UNICEF in Sierra Leone is providing technical and financial support to the Health Education Programme (HEP) and the National Malaria Control Programme (NMCP) under the Ministry of Health to develop, implement and monitor evidence-based social and behavior change response for the mass bed net distribution campaign in 2023. UNICEF is seeking a national consultant to support HEP and NMCP, as well as DHMT teams, in the effective planning, coordination, implementation, and monitoring of quality SBC activities to promote the uptake and use of LLINs among target populations.</p>			
Scope of Work: <p>Under the direct supervision of the SBC Section Chief, the Consultant will support and supervise the development and implementation of SBC activities at district level to promote the uptake and use of LLINs among target populations. Specifically, the consultant will perform the following duties and responsibilities:</p> <ul style="list-style-type: none"> • Provide technical assistance to DHMT/District Social Mobilizers Coordinators and Malaria Focal for development of communication micro-plans, as well as mapping of hard-to-reach areas, special populations, or hesitant communities for tailored communication and engagement plans. • Coordinate with DHMTs and partners timely and effective implementation of SBC activities throughout the bed net distribution campaign, including the regular review – and update if required - of the implementation/micro-plan and timelines and monitoring alignment with the approved budget. • Provide technical assistance in training of DSMCs, partners, and supervisors, frontline health workers and community volunteers on district and chiefdom advocacy and social mobilization strategies and activities and the use of SBC materials and messages. • Provide strategic support to address refusal, rumours and misinformation, and encourage community leaders and community members participation. • Ensure that national communication guidelines are well received and understood at sub-national levels • Ensure that recruitment of social mobilizers follow pre-establish criteria and guidelines. • Provide support in development of district media and social media plans and ensure timely distribution of media and other communication inputs, in accordance with communication plan. • Conduct regular monitoring and evaluation of SBC activities, document lessons learned, and make recommendations for course correction as needed. • Ensure appropriate collection of monitoring data related to SBC indicators. • Liaise and coordinate with sub-national partners on timely submission of funds requests and financial and technical reporting. <p>Child Safeguarding Is this project/assignment considered as “Elevated Risk Role” from a child safeguarding perspective? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, check all that apply:</p> <p>Direct contact role <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediate physical proximity, with limited supervision by a more senior member of personnel:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			

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](#)

Budget Year:	Requesting Section/Issuing Office: Social & Behaviour Change	Reasons why consultancy cannot be done by staff:		
Included in Annual/Rolling Workplan: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please justify:				
Consultant Sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both			Request for: <input checked="" type="checkbox"/> Individual Contract	
Consultant Selection Method: <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)				
Supervisor:		Start Date: September 1 st , 2023	End Date: December 31 st , 2023	Number of Days (working) 4 months

Work Assignment Overview			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
Districts (DHMT/DSMCs/Malaria focal) are supported for the development, preparation and implementation of communication and social mobilization plans, including to target hard-to-reach, special populations.	(8) district SBC implementation plans, including media plan and IEC/materials distribution plan Updated district preparedness tracker report	September 2023	
DSMCs, partners, coordinators/supervisors, health care workers and stakeholders – including community leaders – are oriented on the ITN campaign, including related messages, use of SBC materials, and advocacy an social mobilization strategies, and publicly support the campaign	PMV reports covering at least (6) districts under responsibility Updated district preparedness tracker report	October 2023	
SBC activities during the bed net distribution campaign are monitored and evaluated, and	PMV reports covering at least (6) districts under responsibility and	November 2023	

proper collection of monitoring data related to SBC indicators is conducted	supported with data from campaign monitoring		
Liaise, support and coordinate with sub-national partners on timely submission of funds requests and financial and technical report on use of funds.	Submission of (8) DHMT narratives reports	December 2023	

<p>Minimum Qualifications required:</p> <p><input checked="" type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines: SBC/Communication for Development, communication, media, public health, or related field.</p>	<p>Knowledge/Expertise/Skills required:</p> <ul style="list-style-type: none"> • A minimum of 3 years of professional experience in SBC programme planning and management at the national and/or sub-national level, with a focus on health ▪ At least 3 years relevant experience in public health education programme/campaigns, and community engagement project management ▪ Experience in field monitoring, data collection and reporting tools is an asset ▪ Ability to work independently, manage multiple priorities and meet deadlines. ▪ Ability to write clear and concise reports in English. ▪ Computer literacy ▪ Fluency in English is required. ▪ Experience working with UN system agency or organization is an asset.
<p>Administrative details:</p> <p>Visa assistance required: <input type="checkbox"/></p> <p>Transportation arranged by the office: <input type="checkbox"/></p>	<p><input type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based:</p> <p>If office-based, seating arrangement identified: <input checked="" type="checkbox"/></p> <p>IT and Communication equipment required: <input checked="" type="checkbox"/></p> <p>Internet access required: <input checked="" type="checkbox"/></p>

¹ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

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.