

United Nations Children's Fund

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
Nutrition Advocacy and Communication Consultant	NON-GRANT 100/001/	<input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Maputo, Mozambique

Purpose of Activity/Assignment: To develop an integrated advocacy and communication strategy on nutrition for UNICEF, building on previously-identified strategic objectives and advocacy/communication requirements articulated within relevant EU proposals.

Scope of Work:

The consultant, who will be based in Maputo, Mozambique, will report to the Chief of Advocacy, Communication and Partnerships (ACP) and will work with key internal and external stakeholders including Chiefs and relevant team members from ACP Section; Child Health and Nutrition (CHN) Section; Social Policy and Social Protection (SPSP) Section; SPRING Section (Social and Behaviour Change Team) European Union Delegation communication focal points, and other relevant internal and external stakeholders including government counterparts, to develop an integrated advocacy and partnerships strategy and workplan for implementation over the period 2023-2027. This strategy and workplan should:

- Consolidate, incorporate and build on key objectives identified during UNICEF Mozambique advocacy workshops carried out in early 2023 towards one advocacy strategy for Early Years Matter.
- Consider and respond to key objectives identified within relevant EU proposal documents, including the 'NutriNorte' programme and EU Sofala stunting grant (see Annex 1) while consolidating the wider strategy as this will be the basis for the development of other components.
- Identify priority target audiences for advocacy, and most appropriate strategic approaches to reach and influence these audiences.
- Identify key barriers and opportunities relating to identified advocacy and communication objectives.
- Identify key activities and develop a mapping of advocacy and communication moments and milestones for the duration of the strategy.

The strategy should be developed through review of existing materials and documents, bilateral discussions with key stakeholders identified above, workshop sessions and research. Regular check-in discussions should take place with the Supervisor to provide an update on progress and to receive feedback and direction. Prior to the conclusion of the consultancy, the Consultant will be required to present the strategy and workplan to relevant colleagues and incorporate additional inputs received, as deemed necessary by the Supervisor.

Implementation of the strategy will be led by a dedicated member of UNICEF Mozambique staff, to be recruited on a temporary assignment (TA). As part of the deliverables of this consultancy, the Consultant will make him/herself available to provide a comprehensive briefing to this staff member and for up to three follow-up calls to further discuss strategic approach and implementation of the strategy and workplan.

Child Safeguarding

Is this project/assignment considered as "[Elevated Risk Role](#)" from a child safeguarding perspective?

NO If YES, check all that apply:

Budget Year:	Requesting Section/Issuing Office:	Reasons why consultancy cannot be done by staff:	
Direct contract role	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	List if person cannot	
If yes, please indicate the number of hours/months of direct		contact with children, or work in their	
immediately physical proximity, with limited supervision by a more senior member of personnel:			
Included in Annual/Rolling Workplan: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please justify: Need identified following unanticipated confirmation of receipt of additional funding support for this work.			
Consultant sourcing:		Request for:	
Child data role <input type="checkbox"/> YES <input type="checkbox"/> NO		<input checked="" type="checkbox"/> New SSA – Individual Contract	
If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):		<input type="checkbox"/> Extension/ Amendment	
<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> International <input type="checkbox"/> Both			
Competitive Selection:			
<input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Desk Review <input type="checkbox"/> Roster			
More information is available in the Child Safeguarding SharePoint and Child Safeguarding FAQs and Updates			
Single Source Selection <input type="checkbox"/> (Emergency - Director's approval)			
If Extension, Justification for extension:			
Supervisor:	Start Date:	End Date:	Number of working Days
Guy Taylor, Chief ACP	24 July 2023	22 September 2023	45

Work Assignments Overview	Deliverables/Outputs	Timeline	Estimate Budget
Develop integrated advocacy and communication strategy on Early Years Matter with a specific focus on the nutrition and stunting component	Integrated advocacy and communication strategy on nutrition	25 August	
Develop detailed advocacy and communication workplan	Detailed workplan	8 September	
Validation workshop with key stakeholders and incorporation of additional inputs. Presentation of strategy and handover briefing	PowerPoint presentation and in-person briefing; handover call/meeting	15 Septembers	

Estimated Consultancy fee	US \$												
Travel International (if applicable)	US \$												
Travel Local (please include travel plan)	US \$0												
DSA (if applicable)	US \$0												
Total estimated consultancy costsⁱ	US \$												
<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>Advocacy, Communication, Political Science, Development Studies, Social science or other related discipline.</p>	<p>Knowledge/Expertise/Skills required:</p> <ul style="list-style-type: none"> Extensive (8 years or more) demonstrated experience of working with multiple stakeholders to develop and successfully implement integrated advocacy and communication strategies, ideally with UNICEF, UN or other similar international organizations. Robust technical understanding of UNICEF’s approach to child nutrition. Familiarity with Mozambique country context, including institutional and political, as well as advocacy and communication landscape. 												
<p>Competitive Selection Criteria (for clarification see Guidance)</p> <p>A) Technical Evaluation (maximum 75 Points) B) Financial Proposal (maximum of 25 Points)</p>													
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Category</th> <th style="width: 30%;">Maximum Points</th> </tr> </thead> <tbody> <tr> <td>1.1 Educational background</td> <td style="text-align: center;">15</td> </tr> <tr> <td>1.2 Relevant work experience</td> <td style="text-align: center;">40</td> </tr> <tr> <td>1.3. Familiarity with child nutrition and Mozambique country context</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Total Technical</td> <td style="text-align: center;">75</td> </tr> </tbody> </table>				Category	Maximum Points	1.1 Educational background	15	1.2 Relevant work experience	40	1.3. Familiarity with child nutrition and Mozambique country context	20	Total Technical	75
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<p>Administrative details:</p> <p>Visa assistance required: <input checked="" type="checkbox"/></p> <p><input type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based:</p>	<p>If office based, seating arrangement identified: <input type="checkbox"/></p> <p>IT and Communication equipment required: <input checked="" type="checkbox"/></p> <p>Internet access required: <input checked="" type="checkbox"/></p>												

Request Authorised by Section Head	Request Verified by HR:
<i>Approval of Chief of Operations (if Operations):</i>	<i>Approval of Deputy Representative (if Programme)</i>
_____	_____
<i>Representative (in case of single sourcing/or if not listed in Annual Workplan)</i>	

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

Text to be added to all TORs:

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.
