

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

National Consultant

Partner Engagement Consultant

1. Background:

Building from the recognition of the strategic role the private sector is playing in the national economy and in development, UNICEF Mongolia is developing strategies to engage with business programmatically and promote business respect and support for child rights for the larger purpose of enhancing programme effectiveness and achieving positive outcomes for children.

2. Purpose of Assignment:

Under the direct supervision of the Representative, the consultant will support the programme sections and senior management in deepening collaboration with key stakeholders, including private sectors, governors' offices, and financial partners, and helping to provide an interface for environmental scanning, knowledge exchange, resource mobilization, and policy influence within the scope of assignment. The key result is to ensure greater visibility for UNICEF and influence in support of its mission.

3. Scope of Work:

- Contribute to integrating the business sector into UNICEF Mongolia Country Programme results with technical expertise, research, support to programme implementation, fostered coordination and internal collaboration. This includes providing strategic guidance to the development of a cross-cutting vision and strategy for engagements and partnerships with the business sector which will leverage income (financial resources), influence and impact for children in Mongolia.
- Work closely with Programme Sections to identify, develop and maintain partnerships with business, governors offices particularly in identified new private sectors in provinces and advocacy towards delivering on UNICEF's programme outcomes, in line with UNICEF's principles for private sector engagement and global due diligence guidance and criteria. This includes supporting Programme Sections with market intelligence and private donor prospection, drafting programme propositions and partnership agreements, conducting negotiation when needed, and supporting donor reporting, while ensuring compliance with UNICEF rules and regulations.
- Lead the office's Child Rights and Business Principles work, including strategy development, partnerships' management, engagements with key business stakeholders, capacity building, resource mobilization and the roll out of CRBP related initiatives and projects.
- Lead the private sector resource mobilization to achieve yearly targets in contribution with programmes and office wide



- Support the Government in implementation of the CRC General Comment #16 on Business and Child Rights in order to strengthen enabling policy environment for child friendly workplaces and businesses where the rights of the children are respected and supported.
- Support the roll out of the Business For Results (B4R) initiative in Mongolia, working closely with Programme Sections and the Regional Office to apply knowledge and strengthen the internal capacity of UNICEF Mongolia to work with business.
- Implement the work plan for assigned area, to ensure timely and cost effective delivery of results, in accordance with UNICEF Mongolia’s partnership strategy.
- Maintain awareness of current activities, political and social events of UN and other multilateral bodies/governments, conduct analysis to understand how they may impact UNICEF activities and programmes and provide timely information to UNICEF staff for decision-making
- Support the Office to maintain effective relationships with private sector and other partners, in order to keep them well informed on strategic operational aspects of the UNICEF work with business in Mongolia and increase the potential to collaborate with it, while protecting UNICEF’s interests.
- Promote a culture of effective knowledge management on PSE/CRB in UNICEF and contribute with the development of thought leadership, results stories and knowledge management products and platforms that can capture UNICEF Mongolia’s experience in engaging with business to achieve results for children for regional and global dissemination.

4. Contract duration (start and end date): 9.5 months

5. Type of engagement: Deliverable based consultant

6. Deliverables, Timeframe and Payment Schedule:

| Deliverables | Delivery deadline | Payment and Schedule |
|--|--------------------------|-----------------------------|
| Develop office workplan for private sector engagement | 30 March 2024 | 15 April 2024 – 10% |
| Report on at least 10 high profile Private donors met with specific outcomes for each program | 30 March 2024 | |
| Strategy development, partnerships’ management, engagements with key business stakeholders, capacity building, resource mobilization | 30 April 2024 | 15 May 2024 -10% |
| Report of the agreement developed with at least high individual donors | 30 May 2024 | 15 June 2024- 10% |

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| Report on the long term partnership agreed with the office to maintain effective relationships with private sector and other partners, | 30 June 2024 | 15 July 2024 -10% |
| Report on the long term partnership agreed with the office to maintain effective relationships with private sector and other partners, | 30 July 2024 | 15 August 2024 - 10% |
| Report on market intelligence and private donor prospection, propositions and partnership agreements, conducting negotiation when needed, and supporting donor reporting | 30 August 2024 | 15 September 2024 – 10% |
| Report on the number of the CRPB training conducted with partners | 30 October 2024 | 15 November 2024 -20% |
| Report Engage private sector in June and November Children events | 30 November 2024 | 30 November 2024 -10% |
| Development of Knowledge product and final to be available to other countries and programme | 30 November | 22 December 2024 – 10% |

7. Project Management:

Direct supervisor: Representative
 Frequency of performance review: Monthly

8. Qualifications and requirements:

- An advanced degree in Humanities, including Development, Economics, CSR, Business Administration or other relevant field.
- Minimum four years of professional experience in the fields of business, human rights, corporate sustainability, corporate partnerships or CSR. Prior experience in the field of children's rights and business and in development of corporate partnerships, fundraising, marketing, or communication is desirable.
- Understanding of development programming for children or related field will be considered a strong asset.
- Advanced knowledge of partnership development and resource mobilization is an asset.
- Current knowledge of development issues, strategies, as well as programming policies and procedures in international development cooperation.
- Strong communications skills, verbal and written.
- Strong networking and negotiation skills.
- Strong familiarity with political and governmental processes.

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- Ability to work in a multicultural environment and establish harmonious working relationships, both within and outside the organisation.
- Fluency in English and the local language.