

Summary

Title	Senior Social Development Expert National Senior Consultant
Purpose	To support the Social Protection Directorate (SPD) of the Ministry of Gender, Children and Social Protection (MoGCSP) and UNICEF by providing technical assistance for the implementation of the social protection policy
Expected fee	TBD
Location	Accra
Duration	133 days within an 11.5 months period
Start Date	August 2020
Reporting to	Social Protection Specialist
Budget Code/PBA No	RR
Project and activity codes	29. 1

Background

In Ghana, the emergence of Social Protection Programmes has been guided by the Ghana National Social Protection Strategy (GNSPS). The GNSPS portrays social protection as integral to the overall development architecture of Ghana, which is rooted in the human rights-driven philosophy of the 1992 Constitution. The strategy, developed in 2007 and revised in 2012, aims to spearhead the implementation of a well-coordinated sector-wide social protection system so as to ensure that people are able to live in dignity through income support, livelihoods empowerment and improved systems of basic services. Building on this foundation, a National Social Protection Policy was developed and approved in 2015. It provides a framework for delivering social protection coherently, effectively and efficiently in a way that is holistic and properly targeted. It defines an understanding of social protection and a social protection floor within a Ghanaian context and provides an institutional framework for coordination as well as stakeholder collaboration in monitoring and ensuring accountability. It prescribes 15 years of policy implementation.

In spite of the successes achieved in the sector in the last one and half decade, some key areas remain to be resolved: institutional set-up for coordination, complementarity of programmes, application of rights principles in programme delivery, effective communication on social protection, creation of fiscal space for social protection financing and effective programme monitoring.

The social protection policy implementation plan was finalized in 2017 to guide the translation of policy guidelines into practice. The policy prescribed a 15 years implementation period broken down into three phased terms; short term (1-3 years), medium term (4-7) and long term (8-15 years). In line with this, the policy recommends a process review (timing of activities, release of resources, uptake of initiatives as well as other processes) at the end of the third year of implementation, A mid-term review process is to take place during the 6th year and a major policy evaluation process at the 10th year of implementation. The short-term implementation plan commenced in 2018 and will end in Dec 2020.

Objectives

The objectives of this consultancy are to:

1. Support key stakeholders to review progress made on the short-term policy implementation plan, identify gaps and provide recommendations for acceleration of efforts towards achievement of targets;
2. Support the development and finalization of a medium-term policy implementation plan;
3. Collaborate with relevant Ministries, Department and Agencies to develop a coordination and complementary services framework for the sector in line with the policy provisions;
4. Support operationalization of the social protection bill lobby strategy;
5. Lead the progress review exercise on the inclusive growth targets by MMDAs and identify gaps in implementation;
6. Support the CSOs/UNICEF social accountability programme and rights campaign;
7. Support the SPD to build capacity of key high-level stakeholders in social protection.

Specific Tasks

The specific tasks under this consultancy are:

1. Support the review process of the short-term policy implementation plan

The consultant will work with the social protection directorate of the ministry of gender, children and social protection to organize policy review engagements with relevant MMDAs. The review process will involve an assessment of the timing of activities, release of resources, uptake of initiatives as well as other processes within the last three years. Findings of the review process should be collated and presented at a stakeholder workshop. The consultation will be required to effectively facilitate discussions on how to close gaps and to accelerate efforts towards achievement of targets.

2. Lead the development of the medium-term policy implementation plan:

The medium-term implementation plan is required to be finalized and ready for implementation in 2021. Building on the previous task, the consultant will be required to collaborate with stakeholders in the sector to develop a medium-term implementation plan based on the provision of the policy and the recommendations from the above review process. This will involve the development of a road map for developing the plan, consultations with stakeholders to collate inputs, development of drafts and final versions of the plan and facilitation of a validation meeting on the plan.

3. Collaborate with sector stakeholders to develop coordination guidelines:

The Ministry of gender, children and social protection has through a legal instrument been given the mandate to coordinate social protection delivery in Ghana. Although key steps have been taken to implement key priorities of the policy, coordination still remains an area that has seen little progress in the last few years. The Ministry seeks to develop a coordination framework for the sector that clarifies what it means for the sector, how it should be implemented and the needed collaboration from the various MMDAs. The consultant will be required to lead the development of a comprehensive coordination framework including guidelines for complementarity and linkages (learning from ongoing work on linkages at the decentralized level) that would promote effective coordination right from national to the district level and secondly, to support the operationalization of the social protection institutional structures (especially the Inter-ministerial coordinating committee).

4. Support the operationalization of the social protection bill lobby strategy:

The final draft of the social protection bill is currently being reviewed by the AG's department and would then be submitted to cabinet and parliament for review. UNICEF supported the Ministry to develop a lobby strategy (including a one-year implementation plan) for the bill with an objective to engage high level stakeholders to elicit support for the passage of the bill. The consultant will work with the social protection directorate to implement priority activities from the strategy. This will include extensive

engagement activities with relevant stakeholders, planning/organization of key events and development of a cabinet memo for the Bill.

5. Lead the progress made on the implementation of recommendations from the Inclusive Growth Forums (2015, 2017, 2019):

UNICEF has worked with several partners on Ghana’s inclusive growth agenda in the last 5 years. This engagement has led to the development of key policy recommendations and related commitments from various MDAs. It is key that progress made on the actualization of these commitments and recommendations are reviewed. The consultant will be required to map out the recommendations and commitments in relation to each government agency or stakeholder and systematically review their progress. The consultant will also be required to facilitate a stakeholder workshop to share a comprehensive progress report on the inclusive growth agenda and gaps in implementation. Based on these consultations, the consultant will be required to produce one briefing paper and at least two newspaper articles on the status of inclusive growth in Ghana.

6. Support the CSOs/UNICEF social accountability programme and rights campaign

UNICEF is partnering with three CSO platforms to improve social accountability in the delivery of social protection. A key activity is the organization of learning events with key stakeholders with an objective to share knowledge and experiences on social protection, engage key government agencies for information-sharing and to strategize for more effective citizens’ engagement and rights-oriented social protection delivery. The consultant will be required to collaborate with UNICEF and the relevant CSO platform to plan, organize and facilitate 2 national level learning events.

7. Support the SPD to build capacity of key high-level stakeholders in social protection

The MoGCSP has consistently seek to improve stakeholders understanding on social protection and its important role in national development. A key priority has been working with and building the capacity of key stakeholders in various MMDAs on social protection and their role in the sector. The consultant will be expected to support the SPD in this ongoing activity specifically in designing capacity building content materials and in delivering at least three of the training in a tailored manner to meet the needs of specific stakeholders.

Expected Deliverables

The following deliverables are expected:

Tasks	Deliverables	No. of working days
Lead the review process of the short-term policy implementation plan	1.Report on 5 bilateral engagements with key MMDAs on their progress under the policy provisions	10
	2.A comprehensive report on the short-term policy review process (to include progress made, gaps, bottlenecks and recommendations)	10
	3.Workshop report; facilitate one workshop to share the policy review report with stakeholders and jointly agree on key areas for accelerating efforts (the product from the workshop should be submitted to the MoGCSP)	5

Lead the development of the medium-term policy implementation plan	4. Submit a road map for the development of the medium-term policy implementation plan	2
	5. submit a draft medium-term plan in line with the policy provisions as well as recommendations from the short-term plan review engagements	15
	6. In collaboration with the SPD, organize and facilitate two stakeholder consultations on the first draft and final versions of the medium-term plan	6
	7. Submit a final validated version of the medium-term plan	5
Collaborate with the sector stakeholders to develop coordination guidelines for social protection	8. In collaboration with the SPD, organize and facilitate four workshops (national/sub-national) with stakeholders on progress and challenges regarding coordination in the sector	8
	9. Develop coordination framework and reporting templates with clear descriptions of the roles/responsibilities of sector MMDAs	10
	10. Facilitate a validation workshop on the final coordination framework and relevant materials	2
	11. Support the SPD to finalize MOUs with partners on implementation of coordination and complementarity	2
	12. Support the operationalization/set up of at least two of the key social protection institutional structures (Social Protection Inter-Ministerial Coordinating Committee and a Regional Social Protection Monitoring Team).	10
Support the operationalization of the social protection lobby strategy:	13. In collaboration with the SPD plan and organize 4 high level lobby activities from the 2020 social protection bill lobby implementation plan (engagements with high policy makers and institutions)	8
	14. Submit a finalized version of the social protection cabinet memo	2
Lead the review process of the inclusive development agenda and identify extent of implementation	15. Conduct bilateral engagements with key governmental institutions (at least 5) to review their progress and summarize the findings.	10

	16. Facilitate one stakeholder engagement and share findings from review (progress, gaps) and collaboratively agree on way forward/strategies to address bottlenecks and integrate same into the next Medium-Term National Development Framework.	5
	17. Produce one brief and one newspaper article on accelerating progress on the inclusive growth agenda.	5
Support the CSOs/UNICEF social accountability programme and rights campaign	18. Support content development for 2 learning events.	4
	19. Facilitate two learning events at the national level.	4
Support the SPD to build capacity of key high-level stakeholders in social protection	20. Support the development of an overarching capacity building material/content to be used for training high level stakeholders.	4
	21. Facilitate three capacity building events in collaboration with the SPD.	6

Payment Schedule

The consultant will be paid based on satisfactory submission and approval of deliverables. Payment will be made in four instalments per the schedule below:

Deliverables 1, 2 &3: 10%

Deliverables 4,5, 6 &7: 10%

Deliverables: 8, 9 & 10: 10 %

Deliverables 11 &12: 10%

Deliverables 13, 14 & 15: 10%

Deliverables 16 &17: 10%

Deliverables 18 &19: 10%

Deliverables 20 & 21: 30%

Reporting

- The consultant will report to the Social Protection Specialist - UNICEF
- The consultant will work closely with the Social Protection Director and the team at the Social Protection Directorate as well as UNICEF's Social Protection Team.

Expected Background and Experience

- A Master's degree in Social Sciences (social policy, international development, international economics, public administration etc.) is required. PhD is an asset.
- At least 8 years of relevant professional work experience at policy level in Government, Research institutes, NGOs, or other reputed institutions on social policy development (preferably Social Protection), poverty reduction, livelihoods, M&E and institutional development is required;
- Proven track record of leadership, people management and experience with institutional change processes is required;

- Good understanding of the decentralized system as well as the civil society landscape of Ghana is required.
- Previous experience in facilitating and coordinating the development of policy/cabinet documents on social policy and social protection issues in Ghana is required.
- Previous knowledge of key documents, reports, studies on social protection in Ghana is required.
- Outstanding communication, Excellent oral and writing skills is required.

General Conditions: Procedures and Logistics

- The consultant will be expected to use his/her own computer and office;
- The assignment will be based in Accra and consultant will be paid DSA for all official overnight travels outside Accra;
- Total calculated professional fees will be paid in 8 installments based on deliverables as indicated above;
- In view of the current COVID-19 travel restrictions, and when UNICEF vehicle is available for the consultant's field travels outside Accra, all UN protocol procedure and clearances must be confirmed prior to commencing travel. In the event that UNICEF vehicle is not available, the consultant may be reimbursed the cost for such field visits based on pre-agreed lumpsum.
- A travel plan and all travel related costs must be pre-agreed with supervisor and in consultation with the Admin section.

Policy both parties should be aware of:

- Under the consultancy agreements, a month is defined as 21 working days, and fees are prorated accordingly. Consultants are not paid for weekends or public holidays.
- Consultants are not entitled to payment of overtime. All remuneration must be within the contract agreement.
- No contract may commence unless the contract is signed by both UNICEF and the consultant or Contractor.
- For international consultants outside the duty station, signed contracts must be sent by fax or email. Signed contract copy or written agreement must be received by the office before Travel Authorization is issued.
- No consultant may travel without a signed travel authorization prior to the commencement of the journey to the duty station.
- Unless authorized, UNICEF will buy the tickets of the consultant. In exceptional cases, the consultant may be authorized to buy their travel tickets and shall be reimbursed at the "most economical and direct route" but this must be agreed to beforehand. All travel will be in economy class.
- Consultants will not have supervisory responsibilities or authority on UNICEF budget.
- Consultant will be required to sign the Health statement for consultants/Individual contractor prior to taking up the assignment, and to document that they have appropriate health insurance, including Medical Evacuation.
- The Form 'Designation, change or revocation of beneficiary' must be completed by the consultant upon arrival, at the HR Section.

Modality of Dissemination:

a) Advertising Vacancy

Newspaper E-mail UNICEF Website Relief/External websites

UN Agencies

Other Please specify:

Application Procedure:

Interested candidates should apply on-line to the link provided and indicate their professional fees in Ghana Cedis per day.

b) Selection from Roster No

c) Other Please specify:

Interviews planned:

Yes No