

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title Qualitative Researcher for GRASSP study on systems (Mexico)		Duty Station: UNICEF Office of Research- Innocenti, Florence (Italy)	
		<input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based	
Start date: 17 th August 2022	End date: 30 th April 2023	Type of engagement <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Total working days: 90 No. days/month:
Purpose of Activity/Assignment: National qualitative researcher supporting research on institutionalizing age and gender considerations into social protection system reform processes (GRASSP Research Stream 3) in Mexico.			
Scope of Work:			
<p>Background The UNICEF Office of Research – Innocenti [hereafter UNICEF Innocenti] is the dedicated research office of UNICEF. It undertakes and commissions research on emerging or current issues of relevance for children in order to inform the strategic directions, policies and programmes of UNICEF and its partners. UNICEF Innocenti explores emerging issues, identifies research gaps, brings together researchers and support or undertake new research and data collection to address critical questions and to inform global debates.</p> <p>The Child and Adolescent Rights and Empowerment (CARE) Team at UNICEF Innocenti co-leads the Gender-Responsive Age-Sensitive Social Protection (GRASSP) research programme with the Social and Economic Policy (SEP) team. The aim of the GRASSP research programme is to examine how gender-responsive and age-sensitive social protection can sustainably reduce poverty and achieve gender equality across the life course, including for children and adolescents. CARE is looking for a consultant (qualitative researcher), national of Mexico, starting as soon as possible, preferably by 15th June 2022 to contribute to the GRASSP research in Mexico.</p>			
<p>Objectives of Consultancy The consultancy will feed into broader research in five countries that contributes to building an evidence base on ‘how’ and ‘why’ age/life-course and gender considerations have been institutionalised in recent social protection system reform processes. Specifically, the consultancy will the research in Mexico as part of the GRASSP.</p>			
<p>Major Areas of Work and Responsibility The consultancy will include supporting the planning and implementation of the research on the age/life-course and gender institutionalisation in social protection system reform processes. The specific activities include:</p> <ol style="list-style-type: none"> 1. Contributing to conducting background research, to planning and delivering a stakeholder’s consultation, and to developing the research protocol (<i>approximately 10 working days</i>). 2. Contributing to the development of data collection instruments, attending training (research methods), acquiring UNICEF-provided mandatory online training on ethics in evidence generation, and contributing to planning the data collection (<i>approximately 10 working days</i>). 			

3. Conducting data collection (key informant interviews, and Focus Group Discussions to be confirmed) with stakeholders in Spanish, audio-recording and transcribing them verbatim in Spanish, and translating them from Spanish to English (*approximately 25 working days*).
4. Contributing to coding and data analysis and drafting the qualitative report, including addressing comments by UNICEF (Innocenti, Mexico country office) (*approximately 40 working days*).
5. Contribute to planning, and attend validation workshop with stakeholders; revising and finalizing the country research report and research brief as necessary; disseminating the results through presentations and attendance at dissemination events, as required (*approximately 5 working days*).

Supervision and work arrangements

The consultant will work remotely and in coordination with a Principal Investigator Consultant and will coordinate regularly with researchers in UNICEF a Research Officer at UNICEF Innocenti.

Should the consultant not have access to the NVivo software, UNICEF will purchase an NVivo license for the consultant, which will be returned by the consultant to UNICEF at the end of the consultancy contract.

As the research is envisaged to take place primarily in the capital Mexico City, travel is envisaged only locally. The costs of travel to undertake any required fieldwork associated with this consultancy will be covered by UNICEF Office of Research – Innocenti in accordance with UNICEF travel policy. The contract holder will be responsible for arranging his/her own travel and must be in line with UNICEF policy on entitlements for consultant travel. The consultant will be responsible to use the UNICEF approved airlines exclusively, obtain security clearance, be compliant with training requirements (BSAFE), arrange for own necessary visas and vaccinations where applicable and obtain medical evacuation insurance coverage for the duration of the trip.

Minimum Qualifications required: Bachelors Masters PhD Other

Enter Disciplines: Advanced degree in Childhood studies, Gender studies, Social Sciences, Public/Social Policy, Sociology, Anthropology, or relevant fields in areas of UNICEF work is required. A PhD is an advantage

Knowledge/Expertise/Skills required:

Academic requirements:

- Master’s degree in the social sciences, public policy, international development, social research methods, gender, or other related fields to the work of UNICEF.
- A PhD is an advantage.

Professional experience requirements:

- A minimum of 5 years of proven relevant experience conducting primary qualitative research and analysis on social protection systems, child rights and/or gender is essential, preferably in Mexico.
- Experience with qualitative data collection (including key informant interviews with senior policymakers and officials) is essential.
- Knowledge of and experience conducting political economy analysis is essential.
- Demonstrated work experience in Mexico and knowledge of Mexican social, economic and political context (including systems, laws and policies, especially on social protection, child rights and/or gender equality) are essential.

- Demonstrated experience at analysing qualitative data, including excellent knowledge of qualitative data analysis software such as NVivo or Atlas.ti is essential.
- Strong track record of peer-reviewed publications is essential

Language proficiency:

- Fluency in written and spoken English and Spanish is essential.

Other Requirements:

- Solid analytical, problem-solving, writing, and presentation skills, particularly in the context of international work settings
- Demonstrated ability to organize own work and to carry out a research project with limited supervision, and work according to deadlines
- Ability to work collaboratively in a team environment with staff with different experience and skills and with staff in different geographic locations
- A flexible mindset and 'can-do' attitude in an evolving programme context
- Demonstrated ability to set high standards for quality of work and consistently achieve project goals

Core Values and Competencies

UNICEF's values of Care, Respect, Integrity, Trust, Accountability and Sustainability (CRITAS)

Core Competencies:

Builds and maintains partnerships (Level 1)

Demonstrates self-awareness and ethical awareness (Level 1)

Drive to achieve results for impact (Level 1)

Innovates and embraces change (Level 1)

Manages ambiguity and complexity (Level 1)

Thinks and acts strategically (Level 1)

Works collaboratively with others (Level 1)