

Title: Consultancy for finalization of the National School Health Strategy and costed action plan in Kenya	Funding Code	Type of engagement <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor	Duty Station: Nairobi
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1.Purpose of Activity/Assignment:

The main purpose of this consultancy is to support Ministry of Health (MOH) and Ministry of Education (MOE) to edit, format and proof read and align the draft strategy document. This strategy will provide specific guidance for implementation of the eight thematic areas of school health in Kenya as guided by the school Health policy 2018.

This Strategy should be comprehensive covering the various infrastructural as well as institutional strengthening and capacity development components that would further enable progress for results in health in Schools. Ideally, this strategy and costed action plan should integrate school Health within existing strategic directions as well as on-going programs of the MoH and MoE (national to sub-national coordination), such as CFS, GPE, etc.

The strategy will establish the coordination and policy environment for the government and development partners to work together to achieve practical and timely national goals that are aligned with global standards and goals. The Ministry of Education and Ministry of Health shall remain the lead Ministries and responsible for ownership of the strategy. This will also guide institutional capacity to absorb investments in a more effective manner to have standard approaches in achieving targets and to sustain the delivery of services through integrated approach. Further the strategy and action plan shall harmonize the working approach at the operational level.

2.Scope of Work: (see end note below ¹¹)

2.1Background and Justification:

The Ministry of Health (MOH) through the Division of Adolescents and School Health (DASH) and Ministry of Education, together with UNICEF and Implementing partners have developed a Draft Kenya school Health strategy.

The Ministry of Health seeks a consultant who will review the draft document and structure it to format it and ensure language of strategy is applied. The consultant will ensure there is consistency and systematic flow of content in the document. He/ She will edit and format the draft document content in a professional writing style of a strategy.

During the consultancy period the document will undergo Stakeholder validation before finalization. In this regard, the consultant will be expected to prepare a power point presentation for a validation meeting and participate in the validation meeting by collecting feedback from stakeholders which he/ she will incorporate into the document afterwards. Finally, the consultant will prepare a final edited and proof read strategy document which will be submitted to the Head, Division of Adolescent and School Health and UNICEF.

The available information shows that the school Health situation in Kenya is poor. To operationalize the integration of school Health in key strategic plans in the government, it is important to develop a school Health strategy and costed action plan. This shall provide a clear road map for achievement of a healthy learning environment in the schools. Therefore, with technical and financial support from UNICEF, MOH and MOE intend to recruit a highly qualified and experienced consultant to finalize the school Health strategy and costed action plan for schools in Kenya.

2.2 Objective

The overall objective of this consultancy is to edit, format and proof read and align the draft school Health strategy document and develop a costed action plan.

2.3 Scope of work:

- Familiarization with the draft strategy, review the content and provide technical edit as may be needed, in consultation with the MoH Focal point (Head, DASH) and UNICEF.
- Review and modify/revise the proposed strategies in the Eight Thematic areas of the draft Strategy, align the illustrative activities within the strategies, and ensure there is consistency and systematic flow of content.
- Edit and format the draft document content in a professional writing style of a strategy
- Prepare a power point presentation of the draft Kenya school Health strategy for a validation meeting
- Present the draft strategy to stakeholders for validation and collect feedback, and thereafter incorporate the feedback from the stakeholders into the document.
- Prepare a power point presentation of the final school health strategy, to be used for dissemination activities.
- Prepare a final edited and proof read Kenya School Health Strategy and submit to the Head, Division of Adolescent and School Health and Chief of WASH in UNICEF.
- Prepare a costed action plan for implementation of the school Health strategy.

3. Reference to RWP areas/UNDAF output covered

- This project component aligns with the UNICEF (2018-2020) Outcome 2 (improved Early learning and Education); Output 2.2 - By 2022 An increased number of schools, in at least 10 disadvantaged counties provide access to gender sensitive water and sanitation facilities and health and hygiene education, including MHM

4. Activities and Tasks

- Edit and format the draft school Health strategy document content in a professional writing style of a strategy
- Prepare a power point presentation for a validation meeting
- Present the school Health Strategy to the Stakeholders for validation and collect feedback
- Incorporate feedback from the validation meeting into the document
- Prepare a power point presentation of the final school health strategy.
- Prepare a final edited and proof read school Health strategy
- Prepare a costed action plan for implementation of the strategy.

5. Work relationships

The consultant will work under the direct and overall supervision of the Chief of WASH and Head, Division of Adolescent and School Health, Ministry of Health Kenya. The Head, Division of Adolescent and school Health (MOH) will be responsible for the following: establishing contacts between the consultant and key stakeholders; making available copies of government documents and facilitating access to internal documents; organising the validation workshop. This consultancy will not require ethical clearance. The consultant is expected to engage with MOE, MOH, MOWSI UNICEF and other stakeholders through consultations and the various workshops.

6. Outputs/Deliverables

- Final Kenya School Health Strategy (edited and proof read)
- Power Point presentation of the Kenya School Health Strategy
- Costed action plan for implementation of school Health strategy.

7. Required qualifications, desired competencies, technical background and experience

(Consult with HR on this prior to signing off on the TOR)

a) Education: Academic qualifications and required level of education;

At least a master's degree in a relevant field in Social Sciences, particularly in the area of Public policy, Public Health Education, development studies.

Qualified social science background with competency or specialization in gender, social inclusion, equity, results-based programming, humans' rights approach in the public health sector.

b) Specialist skills/Training: State the specialized skills and/or training if needed;

- Strong analytical skills
- Excellent communication and writing skills
- Ability to work with minimal supervision;
- Must be result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy and integrity;
- Demonstrate excellent interpersonal and professional skills in interacting with government and development, implementing partners and other stakeholders.
- Skills in facilitation of stakeholder engagements/workshops;
- Proficiency in use of relevant computer applications.
- Highly motivated and committed to core values of professionalism, accountability, courage in action, integrity and teamwork.

c) Years of experience: Indicate the length of relevant work experience that is required in the technical area for this consultancy (the number of years is linked to the "estimated" level of the assignment – P2 minimum 2 yrs, P3 minimum 5 years, P4 minimum 8 yrs; P5 minimum 10 years);

- Over five year's professional experience in strategic planning and management consultancy.
- Prior work experience with the Ministry of Health and Ministry of Education is an added advantage;
- Experience in Strategy/Strategic plans, and Policy development particularly for the government of Kenya.
- Demonstrated experience in working with the government, development partners and other stakeholders in public sector development programs.
- Experience in organizational development and/ or management or in a related field.


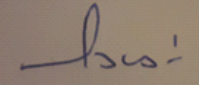
d) Competencies: list the competencies that the consultant should have for the assignment

Languages required: any specific language requirements

- High standard of written and verbal English language skills
- Familiarity with the local social and cultural context is highly recommended

Budget Year: 2020	Requesting Section/Issuing Office: WASH/Kenya	Reasons why consultancy cannot be done by staff: <i>Requires expertise in development of school Health strategy and dedicated time for consultation with Government and other stakeholders.</i>	
Included in Annual/Rolling Workplan: <input type="checkbox"/> XYes <input type="checkbox"/> No, please justify:			
Consultant sourcing: <input type="checkbox"/> National <input type="checkbox"/> International <input checked="" type="checkbox"/> Both		Request for: <input checked="" type="checkbox"/> New SSA <input type="checkbox"/> Extension/ Amendment	
Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)			
If Extension, Justification for extension:			
Supervisor: Mahboob Bajwa	Start Date: November	End Date: December 2020	Number of Days (working) 20

8. Work Assignment Overview			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
<ul style="list-style-type: none"> Edit and format the draft document content in a professional writing style of a strategy 	<ul style="list-style-type: none"> Draft School health strategy 	5 days	
<ul style="list-style-type: none"> Prepare a power point presentation for a validation meeting 	<ul style="list-style-type: none"> Power point presentation 	2 days	
<ul style="list-style-type: none"> Present the Strategy to the Stakeholders for validation and collect feedback 	<ul style="list-style-type: none"> Workshop report and participants list 	1 day	
<ul style="list-style-type: none"> Incorporate feedback from the validation meeting into the document 	<ul style="list-style-type: none"> Validated strategy 	3 days	
<ul style="list-style-type: none"> Prepare a power point presentation of the final school health strategy. Prepare a costed action plan for implementation of the strategy 	<ul style="list-style-type: none"> Final Power point presentation of the school Health strategy. Costed action plan for implementation strategy. 	6 days	
<ul style="list-style-type: none"> Prepare a final edited and proof read strategy 	<ul style="list-style-type: none"> Final strategy document 	3 days	
Total		20 days	
Estimated Consultancy fee			
Travel International (if applicable)			
Travel Local (please include travel plan)			
DSA (if applicable)			
Total estimated consultancy costs¹			
Minimum Qualifications required: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines	Knowledge/Expertise/Skills required: <ul style="list-style-type: none"> <i>Prior experience in development of strategies and action plan.</i> <i>Strong communication and analytical skills</i> 		
Administrative details: Visa assistance required: <input type="checkbox"/> Transportation arranged by the office: <input checked="" type="checkbox"/>	X <input type="checkbox"/> Home Based <input type="checkbox"/> Office Based: If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>		

<p>Request Authorised by Section head:</p> <p>Mahboob Bajwa  14/10/2020</p> <p>Chief WASH</p>	<p>Request Verified by HR: Brian Nyakanda</p> 
<p><i>Approval of Deputy Representative, Programmes</i></p> <p><u>Patrick Codjia</u> 15.10.2020</p> <p><i>Representative (in case of single sourcing/or if not listed in Annual Workplan)</i></p> <p>_____</p>	

ⁱ 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.