

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title Data to Action Consultant	Funding Code	Type of engagement <input type="checkbox"/> Consultant	Duty Station: Kingston, Jamaica
Purpose of Activity/Assignment:			
<p>BACKGROUND</p> <p>Jamaica is home to nearly three million people, with approximately 770,000 children under the age of 18. Since ratifying the Convention on the Rights of the Child (CRC) in 1991, Jamaica has made notable progress in meeting its obligations under the CRC. However, despite progress made in improving the well-being of children, significant shortfalls remain. Of particular concern is the high level of violence experienced by children at home, at school, in their communities, in childcare and justice institutions and over the internet – consistently ranking Jamaica as one of the most violent countries in the world.</p> <p>As a Pathfinder Country under the Global Partnership to End Violence Against Children, Jamaica is committed to addressing violence against children as a national priority. This commitment is embodied in the National Plan of Action for an Integrated Response to Children and Violence (NPACV) 2018-2023. The NPACV is structured around the global End Violence INSPIRE strategies - a technical package consisting of seven evidence-based strategies that together provide a framework for ending violence against children.</p> <p>While important work has thus been undertaken in Jamaica to better protect children from violence, the lack of up-to-date, comprehensive, and disaggregated national level data on the prevalence of violence has impacted the country's capacity to design, budget, implement and monitor the adequacy and effectiveness of child protection interventions (prevention and response) under the NPACV. The lack of data has also impacted the functioning of the child protection system, as confirmed by the findings from the UNICEF-supported Child Protection System Evaluation (2022).</p> <p>The Jamaica Violence Against Children and Youth Survey (VACS) that was carried out by the Government of Jamaica, in collaboration with the Centers for Disease Control and Prevention (CDC), is currently in the data analyses phase. The study offers an opportunity to address gaps in the evidence base to ensure that programmes and interventions addressing violence are indeed informed by more up to date evidence. The VACS collected nationally-representative data among 13 – 24-year-old males and females on the prevalence and circumstances surrounding physical, emotional, and sexual violence in childhood and young adulthood (before age 24). It will provide important information on risk and protective factors, consequences of violence and access to services for survivors.</p> <p><i>Data-to-Action Framework and VACS Report Launch</i></p> <p>VACS data and post-VACS efforts drive change, propel policy reform, and strengthen programmes. Strong government leadership and coordination across sectors is essential to driving change. VACS Data to Action aims to translate VACS data into evidence-based national action to address violence against children. The process provides an opportunity to develop data-driven, evidence-based, and</p>			

actionable recommendations to develop or enhance the national action to address violence against children. Development of a Data-to-Action Framework is key to inform steps to address violence against children and give insight into where current activities can be strengthened and expanded. It will provide the Jamaican Inter-sectoral Committee on Children and Violence (the committee responsible for monitoring the implementation of the NPACV) with the necessary evidence informed strategies and multi-sector action planning to better prevent and respond to violence against children. In addition, VACS findings will be used to help raise awareness of the scope of the problem, promote positive social and behaviour change, and advocacy for law and policy reform and support systems strengthening.

The Data-to-Action Framework will draw on the INSPIRE technical package. As such, it is expected that the Framework will include measures / actions to strengthen core elements of the national child protection system, including specific measures to strengthen the implementation and monitoring and evaluation of the NPACV, as well as social and behaviour change initiatives targeting society, communities, parents, and children themselves.

PURPOSE

The objective of this consultancy is to:

- Coordinate the stakeholder engagement, development, and implementation of the Jamaica Violence against Children & Youth Survey (Jamaica VACS) Data-to-Action Framework.
- Coordinate the launch of the Jamaica VACS final report

Scope of Work:

The consultant will design a data to action framework that will translate findings from the VACS into meaningful prevention and response policies and programmes and guide evidence-based advocacy towards policy and legal changes to ban the use of violence against children in all settings. It will also inform the implementation of the National Plan of Action for an Integrated Response to Children and Violence (NPACV). This includes supporting consultations / workshops with multi-sectoral partners (Ministries, Departments and Agencies (MDAs), Private Sector Organizations, Civil Society Organizations (CSOs) and Faith-based Organizations (FBOs)) and launching the VACS report.

Child Safeguarding

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


- YES NO If YES, check all that apply:

United Nations Children's Fund

Direct contact role <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p>If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:</p>			
Child data role <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p>If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):</p> <p>More information is available in the Child Safeguarding SharePoint and Child Safeguarding FAQs and Updates</p>			
Budget Year: 2023	Requesting Section/Issuing Office: Child Protection	Reasons why consultancy cannot be done by staff: The deliverables need a dedicated person with specific technical knowledge and skills to work closely with government and non-government partners to design and implement a data to action plan for the VACS study. Existing UNICEF staff will not be able to dedicate the time needed given the extensive work at the national level.	
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:			
Consultant sourcing: <input type="checkbox"/> National <input type="checkbox"/> International <input checked="" type="checkbox"/> Both Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment	
If Extension, justification for extension (please attach approved Note for the Record):			
Supervisor: Charlene Coore Desai, Child Protection Specialist Alice Nkoroi, Nutrition Manager	Start Date: August 24, 2023	End Date: June 31, 2024	Number of Days (working): 80

Work Assignment Overview			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget (for HR Reference Only)
Understanding & sharing the data	<ul style="list-style-type: none"> • Detailed Work Plan developed • Stakeholder Data-to-Action workshop(s) to share findings of the VAC Survey in collaboration with CDC • Training on data literacy and understanding the analysis of VAC prevalence and administrative data for key policymakers and technocrats • Support the development and implementation of a VACS dissemination plan 	August – Dec 2023	
Data-to-Action Framework /strategy development	<ul style="list-style-type: none"> • Development of a Data-to-Action Framework and accompanying strategies informed by the NPACV and INSPIRE • Consultations for development of Data-to-Action Framework • Production, printing and dissemination of Data-to-Action Framework 	Jan – February 2024	
Implementation	<ul style="list-style-type: none"> • Data-to-Action Framework implementation plan developed in collaboration with partners • Development of an advocacy strategy for legal and policy reforms • Development and dissemination of communications and advocacy tools to increase demand for quality services and address drivers and risks of VAC (Social and Behavior Change) • Final VACS Report launched 	March – May 2024	

Assumptions and Risks between activities and outputs:	The activities considered for this project are dependent on the availability of the results of the VACS surveys. Dissemination, consultations, and advocacy will not be able to start until those results are released. Close coordination between the survey team and UNICEF will be necessary to inform the planning and implementation phase of this project.	
Estimated Consultancy fee		
Travel International (if applicable)		
Travel Local (please include travel plan)		
DSA (if applicable)		
Total estimated consultancy costsⁱ		
<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>Qualifications Master's degree in Public Health/Health Administration/Public Administration, Public Policy or related fields</p> <p>Work Experience/Requirements Five (5) years of relevant work experience where work of similar nature was undertaken (e.g. Translating research to policy, policy development, inter-sectoral coordination and stakeholder engagement),</p>	<p>Knowledge/Expertise/Skills required:</p> <p><i>Technical Skills</i></p> <ul style="list-style-type: none"> • Excellent knowledge of governance, government machinery, operations, and procedures • Comprehensive knowledge and understanding of Policy Frameworks • Comprehensive knowledge and understanding of engagement management discipline and tools • Good knowledge of results-based programme development and management • Good knowledge of organizational development principles and practices • Experience in Project Management <p><i>Core Skills</i></p> <ul style="list-style-type: none"> • Excellent and demonstrated strategic partnership and relationship skills • High innovative thinking and ability to market new approaches • Adept at advocacy and advancing a policy-oriented agenda • Effective team-building / team management skills • High proficiency in utilizing the Microsoft Office Suite platform (Microsoft word, PowerPoint, and excel at a minimum) • Adept in Report, Policy papers, Policy briefs writing and preparation and presentation • Good understanding of the local context • Excellent communication and interpersonal skills • Ability to work effectively on own initiative • Excellent negotiation and conflict management skills • Advanced critical thinking, problem-solving, and decision-making skills 	

	<ul style="list-style-type: none"> • Excellent Time Management and Organizational skills • High adaptability and knowledge-sharing/learning capacity
Administrative details: Visa assistance required: <input type="checkbox"/>	<input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based: * Consultants are not provided desk space and ICT equipment. * UNICEF email can be requested by the hiring section through MDM to GSSC.
Will any of the deliverables contribute to Research, Studies, Evaluations, or Government M&E Capacity Development? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please seek additional endorsement from the Planning Monitoring and Evaluation Section	
Where deliverables contribute to Research, Studies, Evaluations, or Government M&E Capacity Development	
Endorsed by PME: (Name)	
Signature	Date
Request Authorised by Section Head:  (Name, Section) Charlene Coore Desai, Child Protection Specialist (Date) July 5, 2023	

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

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.

Selected consultants will be required to complete applicable mandatory trainings.