

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS

<p>Title: Individual consultant to finalize Climate Landscape Analysis for Children in Zambia</p>	<p>Type of engagement</p> <p><input checked="" type="checkbox"/> Consultant</p>	<p>Duty Station:</p> <p>Lusaka, Lusaka Province, Zambia</p>
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BACKGROUND & RATIONALE

If you are a committed, creative professional and are passionate about making a lasting difference for children, the world's leading children's rights organization would like to hear from you. For 70 years, UNICEF has been working on the ground in 190 countries and territories to promote children's survival, protection and development. The world's largest provider of vaccines for developing countries, UNICEF supports child health and nutrition, good water and sanitation, quality basic education for all boys and girls, and the protection of children from violence, exploitation, and AIDS. UNICEF is funded entirely by the voluntary contributions of individuals, businesses, foundations and governments.

Climate change, energy access and environmental degradation are equity issues, with children and young people often being the most vulnerable and affected. Addressing climate change, energy access and environmental degradation is therefore vital for building a more sustainable future for children. In addition, it is imperative that we integrate our actions on the SDGs and our humanitarian responses with climate action. Each of the core sectors UNICEF of health, nutrition, HIV, water and sanitation, child protection, social inclusion and education is affected in some way by climate change and/or environmental degradation. Fortunately, each stream of UNICEF work also presents opportunities to take action on climate, energy, and/or the environment in order to deliver more sustainable results. There are major implications of climate change, lack of energy, access and environmental degradation for children and UNICEF has strong potential to strengthen the response to these issues.

UNICEF has made a systematic effort to step up its work on climate, environment, and sustainable energy for children. The organization has issued an Executive Directive on integrating a climate, sustainable energy and environment focus into country programming, and established environmental issues as a core pillar of its 2018-2021 Strategic Plan (Goal Area 4 – Safe and Clean Environment) including commitment to work on climate change under the Common Chapter with UNDP, UNFPA and UN Women.

UNICEF Zambia has drafted a [Climate Landscape Analysis for Children](#), examining the baseline situation of climate, energy, and environment-related issues affecting children and how they relate to UNICEF's priorities. The report looks at stakeholders, government policies, and relevant programmes in Zambia. It also provides recommendations on how UNICEF Zambia could further incorporate and strengthen work on climate, energy, and environment-related issues in its country programme.

PURPOSE

The consultant will lead the review, finalization, and production of, the Zambia Climate Landscape Analysis for Children (CLAC) document, and develop visuals, for presentation.

The consultant will be responsible for reviewing the draft CLAC; collecting, compiling, and reviewing key resources (web-based); gathering in-country information; and undertaking a key-stakeholder analysis. In addition, the consultant will work closely with CO management and technical staff in relevant sections within the CO to identify and develop programming options and recommendations for the successful integration of climate, environment, and energy (CEE) issues in the country programme cycle.

SCOPE OF WORK

The Climate Landscape Analysis for Children (CLAC) report by UNICEF is developed through a comprehensive process that involves several steps:

Scoping and Planning: The scoping phase involves defining the objectives, target audience, and key research questions.

Data Collection and Analysis: Researchers collect data related to climate, environment, and energy issues affecting children. This includes both quantitative data (such as climate indicators, environmental quality, and energy access) and qualitative information (interviews, focus groups, etc.).

Stakeholder Engagement: This involves collaboration with local partners, government agencies, NGOs, and communities to ensure a participatory approach. Stakeholders provide insights, validate findings, and contribute to recommendations.

Assessment of Impact on Children: Researchers analyze how climate change, environmental degradation, and energy challenges impact children's well-being, health, education, and protection.

Policy and Programme Recommendations: Based on the analysis, the report provides evidence-based recommendations. These may include policy changes, programmatic interventions, and capacity-building measures.

Validation and Dissemination: The draft report undergoes validation workshops with stakeholders. Once finalized, UNICEF Zambia will disseminate the CLAC report widely to inform policies, programmes, and advocacy efforts.

To address the scope of work above, the consultant will inter alia, undertake the following:

- Generate a baseline for Climate, Energy and Environment (CEE) and Children report and identify priority entry points for UNICEF engagement and programming of CEE
- Produce an adapted outline of the generic template for the CLAC reports (included as annex 1), tailored to UNICEF country Zambia's requirements
 - Review example of reports from other country offices and the global guidance materials.
 - Propose any changes needed to accommodate the national context and CO priorities.
- Undertake desk review and provide overview of climate, environment and energy (CEE) literature and landscape

- Conduct an extensive desk/literature review of the CEE issues, including but not limited to the current landscape, projected developments/changes, key stakeholders, noteworthy policies, gaps and recommendations, funding analysis, in direct relation to women and children
 - Provide a synthesis of the above, and implications for the country's sustainable development, with a focus on issues as they relate to UNICEF's mandate, particularly on women and children.
 - Review key policy documents related to climate change, Disability Inclusive Disaster Risk Reduction (DiDRR), energy and environment and UNICEF's priorities with a view of assessing child-rights and CEE linkages.
 - Compile and evaluate list of recent and on-going and planned CEE activities.
 - Identify knowledge and information gaps.
 - Collect, incorporate and triangulate comments from all stakeholders and integrate this with reference materials from the desk review.
 - Analyse CEE interventions for relevance to UNICEF programming, including identifying direct threats to current programme activities.
 - Other activities that may arise in the report development
- **Conduct interviews & meetings with key stakeholders in the area of CEE and child rights**
 - Conduct interviews with UNICEF sections, external partners and stakeholders on CEE issues affecting children.
 - Provide an overview of the child-CEE nexus, including analysis of implications for UNICEF sectors (i.e. Health, WASH, Child Protection, Nutrition, Education, Social Protection)
 - Identify partnership and funding opportunities to support UNICEF programme recommendations.
 - With reference to climate finance mechanisms, bilateral funding and/ or Government budgets, identify funding opportunities to support CEE-child nexus activities.
 - Identify appropriate CEE-child rights linkages and evaluate relevance for potential UNICEF programming options and identify new CEE-Child nexus issues/ themes for CO consideration.
 - Ensure the full and effective participation of persons with disabilities and their organisations to inform the DiDRR mainstreaming in the CEE.
 - Prepare and present a summary draft report for validation by CO and relevant Government and development partners.
 - **In close collaboration with UNICEF Zambia country office staff, identify and evaluate potential entry points for UNICEF engagement with CEE**
 - Finalize CLAC document, with inputs from the validation meeting.
 - With CO sections and Management, develop and define priority areas for UNICEF engagement
 - Propose options for prioritization of issues and entry points and facilitate the decision-making process
 - In coordination with the PME section, support the integration of CEE in the CO's programming cycle

Child Safeguarding

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

YES NO If YES, check all that apply: *number 1 from the Elevated Risk Role list*

Direct contact role YES NO

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</p> <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>

<p>Budget Year:</p> <p>2024</p>	<p>Requesting Section/Issuing Office:</p> <p>WASH UNICEF Zambia</p>	<p>Reasons why consultancy cannot be done by staff:</p> <p>The draft of CLAC has already been produced by CEED; however, it is important to maintain objectivity, and therefore, it is necessary to hire an independent consultant.</p>
<p>Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:</p>		
<p>Consultant sourcing:</p> <p><input type="checkbox"/> National <input type="checkbox"/> International <input checked="" type="checkbox"/> Both</p> <p>Competitive Selection:</p> <p><input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> <input type="checkbox"/> Roster</p> <p>Single Source Selection <input type="checkbox"/> (Emergency - Director's approval)</p>		<p>Request for:</p> <p><input checked="" type="checkbox"/> New SSA – Individual Contract</p> <p><input type="checkbox"/> Extension/ Amendment</p>
<p>If Extension, Justification for extension:</p>		
<p>Supervisor:</p> <p>WASH/CEED Specialist</p>	<p>Start Date:</p> <p>September 2024</p>	<p>End Date:</p> <p>December 2024</p>

Work Assignments Overview	Deliverables/Outputs	Delivery deadline	Estimated Budget
Reviewing of the current draft of Climate Landscape Analysis for Children in Zambia, including scoping and planning.	<ul style="list-style-type: none"> • Annotated edits of the current CLAC document with detailed comments, suggestions and corrections on structure and content) • Implementation plan (mode of implementing recommendations, timelines, roles of parties involved and required resources) • Presentation of inception report, including initial review and plan to key stakeholders 	September 30, 2024	20% of the total budgeted amount
Data collection and analysis , including Stakeholder interviews and consultation. This will be in country.	<ul style="list-style-type: none"> • Draft of methodology section of CLAC • Data Analysis section of CLAC • Internal consultation meetings with staff of each UNICEF sections 	October 31, 2024	20% of the total budgeted amount
Stakeholder validation workshop. This requires physical presence in country.	<ul style="list-style-type: none"> • Facilitation of two external meetings, roundtables, presentations • Stakeholders' consultation (interviews or surveys) added as feedback summary into Draft of CLAC • Validation workshop for draft report. 	November 30 2024	20% of the total budgeted amount
Final CLAC Report including policy, and programme recommendations.	<ul style="list-style-type: none"> • Final CLAC Report, incorporating inputs from validation workshop 	December 15 2024	40%

Estimated Consultancy fee			
Travel International (if applicable)	One round trip for deliverables 2 and 3 “ Stakeholder interviews and validation workshop”		
Travel Local (please include travel plan)	Travel outside Lusaka will be determined if necessary, during inception.		
DSA (if applicable)			
Total estimated consultancy costsⁱ			
Minimum Qualifications required*:	Knowledge/Expertise/Skills required *:		
<input type="checkbox"/> Bachelors <input type="checkbox"/> X Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines: <ul style="list-style-type: none"> Advanced university degree (Masters) in climate change, environmental science, meteorology, natural resource management, geography, social and economic development, or related areas. 	Experience: <ul style="list-style-type: none"> At least 8 years' experience/expertise in international development At least five years' experience with research and analysis. Work on climate change and environment-related topics and their impact on communities and children is an advantage. Examples must be provided. Demonstrated experience in child rights programming or any of UNICEF's main areas of work (health, WASH, nutrition, child protection, social policy, education, gender), following a human rights-based approach and gender equality. Technical skills and Knowledge: <ul style="list-style-type: none"> Demonstrated knowledge of Zambian legislation and policies on environment and climate change. Excellent skills in working with a team. Languages <ul style="list-style-type: none"> Fluency in English, both verbal and written skills are required. Knowledge in the spoken local languages is considered an asset. 		
Administrative details: Visa assistance required: <input type="checkbox"/>	If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>		

<input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based:	
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¹ 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.

Text to be added to all TORs:

Individuals engaged under a consultancy 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. Consultants 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.

The selected consultant is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected consultant are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. The vaccine mandate, does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

UNICEF offers [reasonable accommodation](#) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.
