

Individual Consultancy: Individual contract to develop a Policy brief and country-specific report on dietary quality data for survey recently conducted in partnership with Gallup, Harvard University, and GAIN as part of the Global Diet Quality project.

Terms of Reference

1. Background:

Lao PDR has made significant progress in reducing the prevalence of stunting among children under the age of five years from 44 percent in 2011 to 33 percent in 2017. Whilst this is commendable, malnutrition remains a challenge when we consider the increasing prevalence of wasting, micronutrient deficiencies such as Iron, Vitamin A etc. Also, cases of overweight and obesity are on the rise. Diet-related risk factors are the primary cause of poor health and mortality worldwide, therefore understanding and monitoring diet quality has become increasingly crucial.

Diet quality is a determinant of malnutrition in all its forms, including undernutrition and micronutrient deficiencies, as well as Non Communicable Disease (NCDs) such as cardiovascular disease, diabetes, and certain cancers. Poor diets are estimated to be among the top of risk factors driving the global burden of disease. Understanding dietary patterns and trends in populations is the first step to inform actions to support and improve diet quality and track progress over time. UNICEF with the support of government has included Lao PDR in the first group of 40 countries of the Global Diet Quality project, that aims to provide locally appropriate and standardized indicators of diet quality at the national level and for various population groups. Data were collected on consumption of 29 food groups from a nationally representative sample of women and men aged 15 and above as part of the Gallup World Poll in 2021.

UNICEF intends to assist the government in generating country specific evidence based on the dietary data collected as part of the Global Diet Quality Project. This will provide insights into dietary patterns in Lao PDR as well as factors that may put the population at risk of malnutrition. This will inform advocacy for policymakers and decision-makers to incorporate nutrition into the food system agenda as well as strengthen programming behavioural change on diet preferences and consumption.

2. Purpose:

The purpose of this assignment is generate country specific evidence based on the dietary data collected as part of the Global Diet Quality Project. This will entail the development of a Policy Brief which clearly articulates recommendations for stronger inclusion of nutrition in the food system, as well as support in developing a Comprehensive Country Report which describe of background, methodology and more depth of findings and recommendations.

3. Work Assignment:

The consultant shall document and analyze the data collected for Lao – PDR under the Global Diet Quality Project implemented by Gallup World poll partners. That includes of

Policy brief: which should clearly articulate recommendations for actions by policy/decision makers to include nutrition in the food system with consideration of elements that influence human behavior, such as external and personal food environments .

Comprehensive Country report: describing the background, methodology, results, discussion and conclusion (including recommendations) - the aim of this report is to provide a good background as how the data was collected, analysed and for a more in depth discussion of the findings and recommendations

Slide deck: briefly outlining the approach taken (methodology) but focusing on the findings and recommendations. This slide deck is intended to be used with the policy brief to disseminate the findings to the key stakeholders as well as be used as part of the key advocacy to the decision makers

4. Qualifications or Specialized Knowledge/Experience Required:

- Master's Degree or higher in nutrition, public health, or related fields such as public policy, international development, or similar.
- Demonstrated record of leading the writing of publications/knowledge products on programming in nutrition, health, or other sectors, for advocacy purposes and communication to general audiences.
- Minimum 10 years' experience in implementing projects in low-income countries, of which minimum 5 should be in implementing nutrition interventions encompassing nutrition-specific health interventions.
- Proven experience with applied qualitative research methodologies in nutrition, public health, or related fields, including delivering technical and policy analyses
- Proven experience in training and/or leading a small research team on qualitative research a bonus
- Demonstrated experience working with international organizations preferred • Strong analytical and communication skills with excellent written and spoken English
- Excellent time and project management skills.
- Experience of working with UN Agencies, or other donor organizations

5. Location:

Consultant will be based at home and will work closely with UNICEF's Nutrition Section Focal Point via remote/ virtual meetings.

6. Duration:

The assignment is expected to be full time for 2 months from approximately 15th Apr- 14th June 2022

7. Reporting Requirements:

The consultant will be under contract to UNICEF Lao PDR and report to the Chief of Nutrition with support from the wider Nutrition team for meetings and travel arrangements.

8. Payment Schedule linked to deliverables:

- Payment is against deliverables upon satisfactory completion of the activity and certified by the Chief of Nutrition

- A direct payment will be made to the service provider upon submission of invoices and related reports
- Payment will be made in USD within 30 days of submission of invoice as per UNICEF guideline.

<i>Deliverables</i>	<i>Payment (including business travel fee) be directly linked with satisfactory deliverables</i>	<i>Reporting Requirements for each deliverable</i>
Prepare a Policy Brief on Global Diet Quality project with clear recommendation for policy/ decision makers on actions.	30%	Report with clear set of recommendation and actions.
Develop a comprehensive country report which describe the background, methodology, results, conclusion and recommendations.	40%	Report which provides a good background of how data was collected, analysed and for more in depth discussion of the findings and recommendations
Slide deck which provides an outline of approach taken but focuses more on the findings and recommendations:	30%	This slide deck is intended to be used with the policy brief to disseminate the findings to the key stakeholders as well as be used as part of the key advocacy to the decision makers

9. Administrative Issues:

- Total Consultancy fee will be confirmed based on the financial proposal submitted by the selected consultant
- The consultant is responsible for his/her own medical insurance and related expenses incurred during the assignment.
- The consultant is expected to use his/her own computer/laptop for the duration of the assignment.
- The copy rights of all the deliverables to be produced through this assignment will remain with UNICEF.

10. Contract supervisor:

The Consultant shall work under the general supervision of Chief of Nutrition of UNICEF. The consultant is always expected to observe the highest standard of professional ethics and integrity, promote a results-oriented approach in the area of his/her responsibility and accountability and report irregularities to his/her supervisor.

11. Nature of 'Penalty Clause' to be Stipulated in Contract:

Unsatisfactory performance: In case of unsatisfactory performance the contract will be terminated by notification letter sent five (5) business days prior to the termination date in the case of contracts for a total period of less than two (2) months, and ten (10) business days prior to the termination date in the case of contracts for a longer period

Performance indicators: Consultants' performance will be evaluated against the following criteria: timeliness, quality, and relevance/feasibility of recommendations for UNICEF Lao PDR.

12. Submission of applications:

Interested candidates are kindly requested to apply and upload the following documents to:

<http://www.unicef.org/about/employ/>

- Letter of Interest (cover letter)
- CV or Resume
- Performance evaluation reports or references of similar consultancy assignments (if available)
- Financial proposal: All-inclusive lump-sum cost with a breakdown by fee, living allowance and travel (this most direct and economical route).

The deadline for applications is **12 April 2022**

13. Assessment Criteria:

For evaluation and selection method, the Cumulative Analysis Method (weight combined score method) shall be used for this recruitment:

a) Technical Qualification (max. 100 points) weight 70 %

- Degree Education in (20 points)
 - Master's Degree or higher in nutrition, public health, or related fields such as public policy, international development, or similar.
- Knowledge of (20 points)
 - Demonstrated record of leading the writing of publications/knowledge products on programming in nutrition, health, or other sectors, for advocacy purposes and communication to general audiences.
 - Strong analytical and communication skills with excellent written and spoken English
 - Excellent time and project management skills.
- Experience in..... (40 points)
 - Minimum 10 years' experience in implementing projects in low-income countries, of which minimum 5 should be in implementing nutrition interventions encompassing nutrition-specific health interventions.
 - Proven experience with applied qualitative research methodologies in nutrition, public health, or related fields, including delivering technical and policy analyses
 - Proven experience in training and/or leading a small research team on qualitative research a bonus

- Quality of past work (e.g. understanding, methodology) (20 points) ○ Demonstrated experience working with international organizations preferred ○ Experience of working with UN Agencies, or other donor organizations

b) Financial Proposal (max. 100 points) weight 30 %

- The maximum number of points shall be allotted to the lowest Financial Proposal that is opened /evaluated and compared among those technical qualified candidates who have attained a minimum 70 points score in the technical evaluation.
- Other Financial Proposals will receive points in inverse proportion to the lowest price.
- The Contract shall be awarded to candidate obtaining the highest combined technical and financial scores, subject to the satisfactory result of the verification interview.

14. Programme Area, Outputs and Specific Key Results Areas in the Rolling Work Plan:

Section Request: Nutrition

Programme Area: **Output 2:** Government authorities and their partners have strengthened capacity to deliver convergent quality high-impact nutrition interventions and services

KI: 2.4 Strengthening system based approach to deliver nutritious diets, essential nutrition services and positive nutrition practices for children, adolescents and women.

Included in approved AWP: ☒ Yes ☐ No