

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title: <i>International Consultant to Develop National Community Health Strategy 2022-2026.</i>	Type of engagement <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Duty Station: Lusaka, Zambia. (Based at MoH)
<p>Purpose of the Assignment: <i>International Consultant to Develop National Community Health Strategy 2022-2026.</i> Strategic, technical, and programmatic analyses, insights, advice, coordination, and management support to the Ministry of Health’s Community Health Unit (MOH/CHU) to develop the National Community Health Strategy (NCHS) 2022–2026 in line with the National Health Strategic Plan 2022–2026.</p>		
<p>Scope of Work:</p> <p>The National Community Health Strategy (NCHS) 2019–2021 whose theme was “Community health driving primary health care towards universal health coverage” and its operational plan to guide the implementation of community health interventions and activities in Zambia came to an end in December 2021. The NCHS (2019–2021) aimed at re-positioning, expanding and harmonizing community health avenues, approaches, and workforces to improve the provisions of preventive, promotive and basic curative health services at community level. The NCHS 2019–2021 identified specific objectives that contributed to the achievement of MoH’s legacy goals to improve access to health services at community and household level through strengthening community health system as an integral component of the primary health care (PHC) system towards attaining Universal Health Coverage (UHC).</p> <p>The National Health Strategic Plan (NHSP) 2017–2021 of the Ministry of Health also came to an end in December 2021 and a new NHSP (2022–2026) has already been drafted by MoH with support from the Health Cooperating Partners. The MoH/CHU has also conducted an end-term review of the NCHS 2019–2021 with its achievements, progress and lesson learnt. Therefore, the main purpose of this consultancy assignment is to support and work the Ministry of Health’s Community Health Unit to develop a new National Community Health Strategy 2022–2026 in alignment with the National Health Strategic Plan 2022–2026. Once developed, the NCHS 2022–2026 together with its Operational Plan will guide all community health activities in the country. Drawing from the lessons of the just ended NCHS 2019–2021, the Ministry of Health has planned that the new strategy is also launched in 2022 alongside other strategic and programmatic documents and guidelines for community health.</p> <p>The assignment will be carried out in close collaboration with the Ministry of Health’s Community Health Unit responsible for and mandated to coordinate and lead the design, development, and implementation of community health in Zambia in collaboration with various programme divisions of MoH especially the Public Health Division, the Environment and Social Determinants of Health Division, the Planning and Budgeting Division, and the M&E Division. The MoH/CHU also coordinates with other relevant ministries of GRZ to harmonize the use of community platform and avenues in the implementation of community-based activities, especially, with the Ministry of General Education (MoGE), the Ministry of Community Development and Social Services (MCDSS), the Ministry of Local Government and Rural Development (MLGRD), and the Ministry of Traditional and Religious Affairs. The Consultant will be embedded within the MOH/CHU to provide day-to-day advisory, technical, and strategic support to design and develop the NCHS 2022–2026 in collaboration with all relevant Divisions within MoH, other line ministries (MoGE, MCDSS, MLGRD etc.), and the community health stakeholders (Cooperating Partners, NGOs, and CBOs). The Consultant will be required to interact and engage with all key community health stakeholders for extensive consultations at all stages of design, formulation, and development of the NCHS 2022–2026.</p> <p>UNICEF is one of the lead technical agencies supporting MoH in the development and implementation of community health interventions with the aim of institutionalising community health as an integral component of the PHC system towards achieving UHC. With technical, strategic, and advisory support of UNICEF’s Regional Office (RO) and New York Headquarters (NYHQ), under the umbrella of a global initiative called “Intelligent Community Health System (iCoHS)”, jointly led by UNICEF and USAID, Zambia being one the priority countries under the community health roadmap for iCoHS, has been identified to receive this support under the “Community Health Policy and Interventions” pillar of iCoHS. The MoH has officially requested UNICEF to provide Technical Assistance (TA) in this endeavour. This ToR has, therefore, been prepared to hire and deploy an international community health expert to support the MoH to develop the new NCHS 2022–2026.</p>		

Child Safeguarding

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

YES NO If YES, check all that apply:

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:

Not Applicable

Child data role YES NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

Not Applicable

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

Included in Annual/Rolling Workplan: Yes No, please justify: It is included in Health AWP 2022

Consultant sourcing:

National International Both

Consultant selection method:

Competitive Selection (Roster)
 Competitive Selection (Advertisement/Desk Review/Interview)

Request for:

New SSA – Individual Contract
 Extension/ Amendment

If Extension, Justification for extension:
Supervisor:

Community Health Specialist

Start Date:

1 April 2022

End Date:

31 July 2022

Number of Days (working):

88 working days (4 Months – 22 days per month).

Work Assignment Overview: Under the overall guidance of the Chief Health and HIV; technical interactions and coordination of RMNCAH Specialist; and the day-to-day interactions and supervision of Community Health Specialist, the Consultant will work closely with the Community Health Unit (CHU) of MoH led by the MoH Assistant Director for Community Health to complete this assignment.

Tasks/Milestone:

Deliverables/Outputs:

Timeline
(days/month)

Estimate
Budget (US\$)

<ol style="list-style-type: none"> 1. Spearhead/facilitate the MoH/CHU to constitute a core technical team comprised of stakeholders and partners to solicit inputs on the development of the NCHS 2022-2026 through regular interactions and organizing weekly/bi-weekly consultations. 2. Conducts/leads key informant interviews and key stakeholders focus groups discussion (FGDs) as inputs to the development of the draft NCHS strategy. 3. Provide an outline for the NCHS 2022-2026 and spearhead MOH/CHU to organize stakeholders meeting (s) to review the new NCHS 2022-2026 outline and contents. 4. Draft the NCHS 2022-2026 and its Operational Plan, and share with MOH, UNICEF and other key community health stakeholders for review. 	<p><i>Draft NCHS 2022–2026 with proposed themes/chapters</i> (Stakeholders’ engagement meetings, and key informant interviews and FGDs conducted; and the draft NCHS 2022–2026 strategy and operational plan developed and shared with MOH and UNICEF for review).</p>	<p>40 days</p>
<ol style="list-style-type: none"> 5. Incorporate the inputs and comments from MoH, UNICEF and the community health stakeholders/partners. Present revised draft NCHS 2022-2026 to MoH, UNICEF and Community Health Technical Working Group for final review and inputs. 6. Facilitate stakeholders’ consensus workshop to validate the draft NCHS 2022–2026. 7. Develop another format (presentation) of the strategy / operational guidelines, so that there is an easy to digest version for different audiences and advocacy. 8. Final (pre-edited) electronic and hard copy report, and presentation of Report, National Community Health Strategy 2022-2026 	<p><i>Final edited and validated document of the NCHS 2022 – 2026</i> (Inputs from the community health stakeholders incorporated into the draft NCHS 2022–2026; Presentation of revised draft NCHS presented to TWG; A workshop report with inputs and recommendations of MoH and partners).</p>	<p>24 days</p>
<ol style="list-style-type: none"> 9. Preparation and submission of an end of assignment report on completion of the assignment including finalizing all deliverables. 	<p><i>Final assignment report submitted</i> (All documentations of the assignment completed and finalized including Final version of the NCHS 2022–2026)</p>	<p>10 days</p>

Estimated Consultancy fee (All inclusive)			
Travel International (if applicable)			
Travel Local (please include travel plan)			
DSA (if applicable)			
Total estimated consultancy costsⁱ			
Minimum Qualifications required:	Knowledge/Expertise/Skills required:		
<input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input checked="" type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines <ul style="list-style-type: none"> PHD desirable or Masters' degree in Public Health, Health Economics, Health Policy and/or Public Policy with an extensive progressive professional experience related optimization in health care, design of health strategy and strategic reforms with a track record of experience in designing Health strategies and packages. 	<ul style="list-style-type: none"> At least 10 years of progressive professional experience related to optimization in health care, and design of health systems and strategies. Experience with developing health program/ health strategies, SOPs, and protocols for countries. Experience with health service delivery in Zambia an added advantage. Knowledge of Zambia's health system is an asset. Demonstrated experience in developing operational plans and organizational capacity building. Excellent interpersonal and communication skills and experience in working with a wide range of individuals in government, private sector and civil society; Demonstrable experience producing government documents and should have excellent English writing and communication skills. Strong writing skills in English with a clear, straight-forward writing style. 		
Administrative details: Visa assistance required: <input checked="" type="checkbox"/> Transportation arranged by the office: <input type="checkbox"/>	<input type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based: If office based, seating arrangement identified: <input checked="" type="checkbox"/> at MOH IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>		

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

Text to be added to all TORs:

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.