

Vacancy Announcement: Consultant

Consultancy Title: Team of consultants: National (Belarus) and International Consultancy to support UNICEF Belarus Country Office in the development of the Climate Landscape Analysis for Children

Section/Division/Duty Station: ADAP section, UNICEF Belarus CO

Duration: June 1, 2024 – November 30, 2024

Home/ office Based: Remote/Home-based

About UNICEF

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. Over 75 years, UNICEF has been working on the ground in 190 countries and territories to promote children's survival, protection and development. 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 abuse. UNICEF is funded entirely by the voluntary contributions of individuals, businesses, foundations, and governments.

BACKGROUND

Background information:

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, disaster risk, 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. Each of the five Outcomes Areas of the UNICEF Strategic Plan 2022-2025 health, nutrition, education, child protection, WASH and social protection- is affected in some way by climate change, disaster and/or environmental degradation. Fortunately, each stream of UNICEF work also presents opportunities to act on climate, energy, environment and/or disaster risk reduction (DRR) to deliver more sustainable results. There are major implications of climate change, disaster, lack of energy access and environmental degradation for children, where UNICEF has strong potential to strengthen the response to these issues. UNICEF in Belarus is planning to conduct 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 will look at stakeholders, government policies and relevant programmes in Belarus. It will also provide recommendations on how UNICEF in Belarus could further incorporate and strengthen work on climate, energy and environment-related issues in its current country programme, as well, as serve as part of the Situational Analysis in preparation for the new Country Program Document for 2026-2030.

Overall Purpose of the Assignment:

The overall objective is to develop the Climate Landscape Analysis for Children (CLAC) for Belarus through the collecting, compiling and reviewing key resources which provide data on the baseline situation of climate, energy and environment-related issues affecting children in Belarus and their relation to UNICEF's priorities in the country.

Scope of Work:

The ToR assignment will be completed by the Team of Consultants composing of the International consultant (Team Leader) and National Consultant (Consultant) and in close collaboration and partnership with the main Republican Center of Ecology and Landscape History to strengthen the capacity to address this task. Each of the Consultants has their individual scope of work and deliverables that are listed in the table below.

The work will start with the team meeting and discussion of the overall coordination, the means of communication, the division of labour and the development of the consultancy workplan with timeline and deliverables. The Consultants will participate in regular online consultations with UNICEF supervisor and national experts, study participants. The international consultant will work remotely. However, 1-2 visits to Belarus may be required to attend and facilitate internal and external meetings, collect relevant data, engage in consultations with the CO's team, national stakeholders, draft reports and relevant strategic documents as per the timeline below.

1 phase (inception report development):

The Team of consultants will start with the data collection and review of relevant information including, but not limited to country-specific documents, international research and ratings related to Belarus, internal UNICEF documents, stakeholder mapping, etc. Based on the desk review, the national consultant will prepare the draft analysis of the desk review and submit to the Team Leader. The Team Leader will sum up all the information and draft the inception report which will include an initial assessment of the climate change situation of the country and how it relates to child survival and development including the following:

- The impact of climate change issues on children and young people (including migrant children and young people, children and young people living with disability, and gendered dimensions of climate change and its different impacts on boys and girls, etc.)
- Observed and projected changes in climate in the country and related impacts (air pollution, chemical pollution, etc.)
- Vital gender considerations in relation to roles and responsibilities in regard to water management, exposure to climate change hazards, safety dimensions (including increased gender-based violence [GBV]) and women's and girls' engagement in decision-making processes on climate change solutions leadership).
- Status of the integration of climate education in school curriculum and barriers of access for boys and girls.
- The energy situation for children (e.g., at home, school, health clinics, public lighting, etc.).
- Climate change influence on children's health.
- Initial thinking on comparative advantage of UNICEF on climate change issues in the country context.
- Overview of existing curricular and programs on educating children and young people on climate agenda, e.g. training in schools, educational programs, preparedness training, etc.

The inception report should include a draft list of stakeholders to be interviewed and an associated list of draft interview questions. Following completion of the inception report and its clearance with the UNICEF Focal Point the team of consultants will organize a half-day hybrid (in-person and virtual attendance) inception workshop for key national counterparts and UNICEF Programme colleagues to review proposed results to date and next steps.

2 phase (the CLAC report development):

Based on the inception report, the national consultant will conduct interviews with key national stakeholders and review the results of the focus group discussion with children and adolescents arranged by the Republican Center of Ecology and Landscape History. All received data will be summarized, analyzed and documented for the final report. The final report should have analyses of the impact of climate change issues on children in Belarus with the conclusions and recommendations for UNICEF strategic work with children and adolescents on climate mitigation and adaptation issues.

The draft CLAC report will be presented and discussed with key national stakeholders. The final version will incorporate the views of the internal and external stakeholders, UNICEF Focal points. The final report will include an executive summary (no longer than 4 pages) with key findings and recommendations. The report will be done in English.

Based on the final approved CLAC report, the Team Leader will prepare the following additional documents:

- Summary PPP
- A 4-pager policy brief (for Donors, UNICEF and international partners)
- Executive Summary CLAC (for national and international stakeholders)

The key questions to be answered by the CLAC include, but are not limited to, the following:

The main factors and risks of climate change for children in Belarus:

- What are the main climate, environment, energy and Disaster Risk Reduction (DRR) issues affecting Belarus?
- What risk analysis exists (climate change, natural hazards, environmental, economic, conflict, etc.)? What is the likelihood of these risks? Are there risks resulting from the combination of threats or dangers and vulnerabilities at different levels, to which children and young people are exposed? Are the risk analyses child sensitive and aim to protect the rights of children and young people? Does the analysis go down to the subnational and local levels? Has the analysis been used to inform any action to date? How is the severity of these risks and how is the capacity of children and young people to cope with risks?
- What are the main factors related to climate change in the country that would most affect livelihoods, capacities and opportunities for children and young people? Which groups of children and young people are particularly vulnerable? What are the gendered differences? What will be the impact on children (especially the most vulnerable) if the risks of the above factors are not mitigated at associated timelines?

Policy and normative framework:

- What are the government policies and strategies/priorities on climate change issues? What are the budgetary commitments? Who are the partners / counterparts involved and how/do they work together (e.g., Ministry of Environment, private sector, etc.)?
- Do government or sector policies and strategies/priorities on climate change areas consider children's rights? Do the national children's right strategies/priorities consider climate change? What are the bottlenecks and barriers that affect compliance with the rights of children and young people?

The main actors:

- Who are the main actors in climate change initiatives? What are the ongoing climate change initiatives and programmes, including UNICEF CO if relevant? Do on-going climate change initiatives and programmes benefit children?

Children's and adolescents' engagement:

- Is the climate agenda (climate mitigation and adaptation, green skills, eco-friendly behaviour, environmental literacy, emergency preparedness, etc.) integrated in formal and informal education?
- How are children and young people engaged, consulted in climate change initiatives? Have any results been achieved through their meaningful engagement? What are children's and young people's perceptions and expectations for action on climate change?

Capacity to address risks at the National and local levels:

- What are the capacities that exist at the national and provincial levels to reduce the risks associated with climate change?
- Does education, health and social protections systems have resources and capacity to address the DRR and climate change issues and impact on children and adolescents?
- How are DRR and climate change issues incorporated in the formal and non-formal education of children and adolescents?
- Are transitional and green skills development for children and adolescents well developed in professional orientation programmes and flexible to address the changing labour market needs and green transition of the economy?
- Does the education of children and teachers fully meet the needs of children and adolescents to be prepared for DRR, climate risks and any negative implications/developments, etc.?
- Are there capacity building programs on DRR and climate change for education specialists of general secondary, vocational and additional training educational establishments?

Donor support:

- Which donors are most likely to fund UNICEF climate change initiatives and programmes and their availability and relevance for Belarus?

Influence on UNICEF programming:

- How do the identified climate change issues affect UNICEF's current and planned initiatives and programmes?

Opportunities and gaps:

- What are the opportunities and gaps in the design of climate change plans and strategies to protect the rights of children and young people?
- Identification of knowledge gaps on climate change issues and recommended actions to fulfil the gaps.

Recommendations and follow up actions:

- How to strengthen government efforts to address identified climate change risks in a way that ensure children's and adolescents' rights, increase their resilience, and enable the full development of their potential?
- How to inform and improve policies, strategies and plans, legal and regulatory frameworks, as well as budgeting to ensure better preparedness and response to climate change risks on children and young people?
- How best to inform child-centred updates to the Nationally Determined Contribution (NDC), National Adaptation Plan (NAP), and other national strategies?

- How to build resilience of vulnerable communities and populations climate change, with reflections on individuals' daily lives and behaviours?
- How can adolescent and young people be engaged to strengthen their adaptation and resilience to identified risks?
- What is UNICEF's comparative advantage, strategic partnerships and intervention platforms?
- What are the opportunities and entry points for programming on child-centred climate change action?
- What are the key messages for UNICEF to increase awareness and action for adaptation and resilience to climate change?
- How can UNICEF support the Government to address gaps in climate change programming to benefit children?

Supervision of the consultancy:

The overall supervision of the consultancy will be provided by the YAD and HIV/AIDS Specialist (UNICEF Focal Point). The Team of Consultants will work closely with the Republican Center of Ecology and Landscape History.

Terms of Reference / Key Deliverables / Delivery Deadline:

National consultant

Work Assignment Overview	Deliverables/Outputs ¹	Delivery deadline
1 phase (June-July 2024)		
Discuss and draft workplan of the CLAC development with the timeline and deliverables under the leadership of the international consultant and in coordination with UNICEF FP	Draft workplan of the CLAC development with the timeline and deliverables is agreed on with the international consultant and UNICEF FP	7 June
Compile and systematize key data, policies and research related to climate, energy, environment and disaster risk reduction and submit to international consultant	Folder with the relevant docs on the google drive created	14 June
Review, discuss with the international consultant and draft report with the main desk review findings	Draft report with the main desk review findings discussed with the international consultant and UNICEF FP	25 June
Conduct Stakeholder mapping and analysis	Report of the stakeholder mapping analysis submitted	30 June
Preparation of the inception report with the Climate risk and child vulnerability analysis and mapping	Inputs to the inception report provided	8 July

¹ All deliverables will be submitted to the Team Leader and UNICEF Focal Point and reviewed based on Teams Leader/UNICEF comments and recommendations if and when needed

Preparation and facilitation of the inception report meeting discussion with the national stakeholders	Draft agenda and facilitate the inception report discussion meeting with the national stakeholders	20 July
2 phase (August -November 2024)		
Participation at the focus group discussion with adolescents	Review of the focus group discussion report drafted by the Republican Center of Ecology and Landscape History with comments and inputs	10 August
Organization of the national stakeholders interviews and consultations (at least 10 state and non-state participants are engaged)	Development and agreement with the international consultant and UNICEF FP of the list of stakeholders, invitation letters, facilitation of the interviews and development of the interviews report	20 August
Provide summary of the interviews report and focus group discussion with adolescents	Summary report of interviews with stakeholders and focus group discussions with adolescents submitted to the international expert	30 August
Review of the CLAC report	Comments and inputs to CLAC report review provided to the international expert and UNICEF FP	20 September
Preparation of the Validation workshop/RT with the main stakeholders	In consultation with the international consultant and UNICEF FP draft the timeline, the agenda, the list of participants, the invitation letters.	30 September
Support in facilitation of the Validation workshop/RT and drafting summary report	The workshop/RT is conducted and the draft summary report submitted to the international consultant/UNICEF FP	30 October
Consultancy management and coordination The consultant work is conducted under the leadership of the Team Leader and in coordination with UNICEF FP		
Timely and substantive feedback to the e-mail requests received from the international consultant and UNICEF FP	The number of e-mails sent and responded	30 November
Participate in the weekly online and offline meetings (as agreed) with the international consultant and UNICEF FP	The number of the online and offline meetings convened and participated, summary of meetings discussions with action points	30 November

International consultant (Team Leader)

Work Assignment Overview	Deliverables/Outputs ²	Delivery deadline
1 phase (inception report development) June – July		

² All deliverables will be submitted to UNICEF FP and reviewed based of UNICEF comments if and when needed

Review of the TOR, relevant UNICEF guidance materials, incl. CLAC examples done by other countries, discuss with the national consultant and finalize the workplan of the CLAC development with the timeline and deliverables	The CLAC development Workplan with the timeline and deliverables submitted to UNICEF FP and reviewed based on UNICEF comments if needed	7 June
Review of the compiled and systematized key data, policies and research related to climate, energy, environment and disaster risk reduction submitted by the national consultant	The reviewed draft summary analysis	25 June
Climate risk and child vulnerability analysis and mapping	The analysis of the Climate risk and child vulnerability analysis and mapping	8 July
Draft the inception report	The draft inception report	14 July
Coordinate the preparation and facilitation of the inception report meeting discussion with the national stakeholders	Online PPP at the meeting with the presentation of initial findings (the travel to Belarus for the participation at the meeting and PPP tbc)	20 July
The travel to Belarus (the travel to Belarus for the participation at the meeting and PPP if confirmed)	PPP at the meeting with the presentation of initial findings	20 July
The finalization of the inception report	The final inception report with the incorporation of the key stakeholders recommendations	30 July
2 phase (the final CLAC report development) August – November		
Draft of CLAC report for Belarus	Draft CLAC report submitted	15 September
Coordination of the Validation workshop with key national stakeholders and adolescents	Online PPP at the Validation workshop	30 October
The travel to Belarus (the travel to Belarus for the participation at the Validation workshop with key national stakeholders and adolescents if confirmed)	PPP at the Validation workshop	30 October
Finalization of the CLAC report	Final report submitted with the incorporation of UNICEF and key stakeholders recommendations	10 November
Preparation of the 4-page policy brief and a PPP presenting the main findings from the report with infographics and engaging language submitted	The 4-page policy brief and a PPP presenting the main findings from the report with infographics and engaging language submitted	20 November
Preparation of the external-facing shorter CLAC	The external-facing shorter CLAC submitted	25 November

Consultancy management and coordination		
The International Consultant leads the Team of the National and the International consultant and will be responsible for the timely coordination, submission and quality of the deliverables under the TOR in close coordination with UNICEF FP		
Timely and substantive feedback to the requests received from the national consultant and UNICEF FP	The number of e-mails sent and responded	30 November
Participate in the biweekly online meetings with the national consultant and UNICEF FP	The number of the online and offline meetings convened and participated, summary of meeting discussions with actions points	30 November

NOTE: The above timeline is still tentative, with some flexibility preserved for negotiations with the consultant.

Travel (if required as per TOR):

Occasional travel may be required based on the TOR. Applicants are to provide estimated budgets for travels during the contract period.

Qualifications

Education:

- Minimum bachelor's degree (advanced university degree is an asset) in geography, environmental science, natural resource management, meteorology, social and economic development or related areas.

International Consultant

Work experience/Knowledge/Expertise/Skills required:

- At least 8 years of extensive expertise in conducting similar research (having conducted research for UNICEF is an asset)
- 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.
- Excellent research and report writing skills
- Excellent English writing/communication skills.
- Ability to read and communicate in Russian (The consultant/contractor should take into consideration the necessity of communicating with Russian-speaking experts)

Competencies

- Nurtures, Leads and Manages (2)
- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drive to achieve impactful results (2)

- Manages ambiguity and complexity (2)

National Consultant

Work experience/Knowledge/Expertise/Skills required:

- At least 8 full years of extensive expertise in conducting similar research (having conducted research for UNICEF is an asset)
- Experience in environmental science, social policy and public finance, governance, private sector engagement, cost analysis in social areas;
- Excellent research and report writing skills
- Knowledge of English is an asset

Competencies

- Nurtures, Leads and Manages (1)
- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drive to achieve impactful results (2)
- Manages ambiguity and complexity (2)

Requirements:

Completed profile in UNICEF's e-Recruitment system and

- 1) Cover letter and CV
 - 2) Technical proposal with proposed methodology
 - 3) 3 references
 - 4) An example of similar work (links to the posted materials)
 - 5) Financial proposal
- Upload copy of academic credentials
 - Financial proposal should be submitted using the financial offer template and must:
 - Reflect the costs per each deliverable and the total lump-sum for the whole assignment period (in US\$) to undertake the terms of reference.
 - Include travel costs and daily subsistence allowance, if internationally recruited or travel is required as per TOR. Consultants are responsible for arranging their own transportation arrangements. UNICEF can provide office vehicle for some duty travel missions with prior agreement as per monthly travel plan approved by the supervisor.
 - Include any other costs: health insurance, payment of an incidental expenditure (such as bank charges, insurances, etc.) and living costs as applicable.
 - Indicate your availability.
 - Any emergent / unforeseen duty travel and related expenses will be covered by UNICEF.
 - At the time the contract is awarded, the selected candidate must have in place current health insurance coverage.
 - Payment of professional fees will be based on submission of agreed satisfactory 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.

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

For every Child, you demonstrate...

UNICEF's values of Care, Respect, Integrity, Trust, Accountability, and Sustainability (CRITAS).

To view our competency framework, please visit [here](#).

UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. [The UNICEF family is committed to include everyone](#), irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.

UNICEF offers [reasonable accommodation](#) for consultants/individual contractors 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.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

Remarks:

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 candidate 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 candidates 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. It 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.