

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS/CONTRACTORS

TITLE	National Consultant for the provision of technical support on Better Care in Tsarychanka and Novomoskovsk hromadas	
Requesting Section	Child Protection	
Type of engagement	Consultant	
Selection method	Competitive selection [advertisement]	
Start/End date	01-Apr-24	03-Apr-25
Duration <i>[up to 36 months without mandatory break-in-service]</i>	12 months	
Duty Station	Ukraine	
Number of working days	257 days	
Terms of payment	Upon completion of each deliverable according to schedule	

Background:

Better Care will support safe and nurturing families for all Ukrainian children. This includes ensuring that every child at risk of or experiencing loss of care undergoes a thorough assessment and planning process that helps them access material support and other services that meet their needs. Better Care will support the Government of Ukraine to advance the following three objectives: (1) strengthen families and keep them together by investing in social services; (2) support family-based alternative care (e.g. foster care, guardianship, and adoption) for children without adequate parental care; and (3) safely reintegrate children in institutions into family care while transforming institutions to provide community services that will support families based on their needs.

To enhance a Better Care model that best works considering local factors, UNICEF selected a list of Better Care Hromada where Tsarychanka and Novomoskovsk were identified as priority hromadas for the piloting.

Purpose of assignment:

The consultant will work closely with UNICEF’s implementing partners, provide technical support and work under the direct management of Child Protection Specialist in Dnipro FO to deliver the following products:

1) Development of detailed Action Plan within Hromadas (based on the Road Map):

One of the key goals of the Better Care program is to ensure the availability of a “Minimal Package of Services and Benefits” within Hromadas. The consultant will work closely with pilot Hromadas, Oblast-level administration (through an established oblast-level Taskforce and Coordinator from the Centre of Childcare Development), and UNICEF team to develop and gradually update Hromada-level Action Plan, which will aim to create/improve human and institutional capabilities locally to deliver services that are included in the “Minimal Package”.

2) Strengthening the Better Care Hromadas-level Taskforce

The purpose of the Task Force is to bring together all major stakeholders, including people with lived experiences (at least one caregiver and one care leaver), to move forward the Better Care agenda. The Taskforce is expected to meet monthly while it develops its agenda, and then on a quarterly basis. The role of a consultant is to work with the Secretary and members of the Taskforce and continuously sensitize them on the Better Care Model (as it evolves) and help them with collecting and analyzing data, which would then be translated into Better Care enabling policies. The consultant should also support the Taskforce in developing draft decisions; standard procedures; concepts; and briefs for taking administrative decisions for the development of Better Care.

3) Conducting periodic needs assessment

Consultant will be expected to conduct periodic (quarterly) assessment of needs, as UNICEF’s interventions evolve at hromadas level. UNICEF developed Hromadas profile and Road Maps, which the consultant will be asked to update on a quarterly basis as well. The consultant will be required to work with the project and be based in Hromadas to obtain feedback about interventions and identify challenges and opportunities related to the implementation of the Better Care Model. The Assessment Report should provide UNICEF and its implementing partner(s) actionable information so that interventions are well planned/calibrated.

4) Piloting service procurement

Based on the agreed Road Maps, services will be developed/remodeled/expanded after a careful examination of (a) local needs; (b) existing human and institutional capabilities at the self-governance unit/outside; (c) the ability of the Better Care project to deliver high-quality intervention; and (d) sustainability plan. Ensuring a continuum of services is key. While the Hromadas will pilot procuring services from the open market of services, a special focus will be suggested on those services, that are not easily available/accessible on the territory. The consultant will work with the Hromadas and UNICEF’s Better Care Programme to help plan out and implement the procurement of services from the open market of services and establishment of those through UNICEF partnering organizations.

5) Training plan for professionals

The Better Care Oblast Program aims to support Hromadas to expand the workforce mandated to work with children. Existing and new professionals should be trained to understand the needs, deliver services in-person, and refer the child/parent/caregiver to other professionals. It is probable that training needs will change once remodeling of services and integration of new services starts. The Consultant will be expected to identify gaps in knowledge and skills and to suggest training themes for future consideration. Special attention should be paid to multi-sectoral cooperation and deepening the knowledge and skills of professionals across sectors. Conducting joint/group trainings (education, health, social protection, legal, etc.) should be considered.

6) Periodic experience-sharing thematic meetings

The consultant, in cooperation with UNICEF’s partner(s) should facilitate at least two thematic meetings for/between childcare specialists from across Hromadas. Themes should vary and be selected from among the most pressing priorities. The goal of those meetings would be to discuss existing factors, challenges and opportunities, interesting cases, and innovative solutions. Minutes of those meetings could be used in the process of constructing/upgrading services, developing the normative base, as well as for the introduction of new methods of work.

7) Gatekeeping

The consultant will review the available practices/mechanisms in Hromadas and will provide regular updates to UNICEF Dnipro Field Office/ UNICEF Better Care team. In addition to this, the consultant will facilitate preparation of transformation of residential care for children in Hromadas in close collaboration and consultation with local authorities.

8) Support to coordination of implementing partners at Hromadas level

The consultant will keep regular communication with partners in the field and facilitate their activities in close communication with local authorities, update UNICEF team and direct supervisor on the overall progress of programme implementation, achievements, and constraints.

9) Facilitating Resilience centers designing and launch

The consultant will closely work with involved stakeholders on hromadas level to design and launch resilience centers in adherence to legislation requirements and UNICEF minimum package of services.

10) Monitoring and reporting

Consultant will provide regular updates on Better Care programme progress in Hromadas and will be in charge for collecting data and regular reporting, including inputs in donor reports; briefing notes of different types.

The consultant will work closely with and under the supervision of the UNICEF Team.

Minimum requirements:	Education	Master's degree	Social sciences, international law, international development, human rights, psychology, sociology or other related disciplines
	Professional experience	<ul style="list-style-type: none"> At least 5 years of professional experience in social protection / child protection at national and/or subnational level. 	

		<ul style="list-style-type: none"> • Knowledge of the Ukrainian system of child protection, system of social protection, system of alternative care for children (residential and family-based). • Experience in strengthening social workforce and system of social services • Experience in development of national wide strategies and plan of actions in area of child protection. • Experience in building a dialog with national and local governments and CSOs. • Experience providing consultancy services to UNICEF and other UN agencies is a asset.
Language	Ukrainian	Advanced [C1]
	English	is an advantage
Skills and competencies	<ul style="list-style-type: none"> • Good analytical skills. • Good coordination skills • Good communication skills 	

Work assignment overview:

Deliverable	Deadline	# of w/days
Deliverable 1. - Action plan of Better Care interventions on hromadas level is developed in close consultation with local authorities and partners; - Concept notes on priority programme activities, including piloting services, are prepared; <ul style="list-style-type: none"> - Minutes of meetings of hromadas-level taskforce are prepared and shared; - Plan of trainings for local specialists is prepared and followed by the participants; - Analysis of practices on gatekeeping and respective assessment on hromadas level is developed; - The design and range of services of Reselience Centers are prepared and agreed by stakeholders - All 10 points as noted above in the purpose of assignment are ensured in continuous manner. 	By 30, June, 2024	62
Deliverable 2. <ul style="list-style-type: none"> - Interim analysis on introduction of piloting services addressing the gaps in local social system is conducted; - Interagency referral protocol is finalized with stakeholders and introduced; - Progress of programme implementation is monitored and documented; - Minutes of experience-sharing thematic meetings are submitted; - Coordination mechanism between UNICEF implementing partner and local stakeholders is developed and documented; - All 10 points as noted above in the purpose of assignment are ensured in continuous manner. 	By 31 October, 2024	88
Deliverable 3. <ul style="list-style-type: none"> - Analysis of progress in gatekeeping system on hromadas level is conducted and documented; - Evidence on full-scale introduction and effectiveness of piloting services is collected and documented; - Report on capacity building of local specialists through participation in trainings is submitted; - Progress of programme implementation is monitored and documented; - Interim analysis of Reselience Centers operations is compiled and submitted; - All 10 points as noted above in the purpose of assignment are ensured in continuous manner. 	By 31 January, 2025	64

<p>Deliverable 4.</p> <ul style="list-style-type: none"> - Data is collected and compiled into final analysis of progress in gatekeeping system on hromadas level; - Experience of introduction of piloting services is documented and disseminated to the stakeholders; - Effectiveness of implementation of interagency protocol is assessed and documented; - Analysis of full-scale operation of Resilience Centers is conducted and submitted; - <i>All 10 points as noted above in the purpose of assignment are ensured in continuous manner.</i> 	<p>by 3 April, 2025</p>	<p>43</p>
<p>Total # of working days</p>		<p>257</p>

Destination	Period <i>[month, year]</i>	Days
Upon request (Dnipro)	12 months	15
Upon request (Kyiv)	12 months	5
Total:	20	

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.