

United Nations Children's Fund

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS**

<b>Title</b> RCCE Consultant	<b>Funding Code (WBS and Grant/Fund ID)</b>	<b>Type of engagement</b> <input type="checkbox"/> Consultant (ZCON) <input type="checkbox"/> Individual Contractor Part-Time <input checked="" type="checkbox"/> Individual Contractor Full-Time	<b>Duty Station:</b> Jakarta/ Home-Based
<b>Purpose of Activity/Assignment:</b> To provide strategic and technical support to RCCE working group and UNICEF-led RCCE/C4D interventions.			
<b>Scope of Work:</b> <p>The COVID-19 pandemic has eroded recent health and development gains in Indonesia as elsewhere. From the outset of the COVID-19 pandemic in Indonesia, the Risk Communication and Community Engagement (RCCE) working group (RCCE WG) has supported national efforts to address the immediate, and longer-term effects of COVID-19. Comprised of various members, multi-disciplinary actors, the working group has grown from a small group to a network all over the country. Working through with and alongside national and sub-national, the RCCE WG has supported a wide range of response measures and interventions.</p> <p>The RCCE working group, co-led by the United Nations Children's Fund (UNICEF) and International Federation of Red Cross (IFRC), provides a strategic and significant contribution to the pandemic response by strengthening coordination between key stakeholders, advocating for evidence-based and inclusive response through data generation, knowledge sharing and capacity building, facilitating dialog between community and decision-makers, public awareness campaign as well as documentation of lessons learned and best practice.</p> <p>In addition to co-leading the RCCE GW, UNICEF also provides strategic advice and technical support to the COVID-19 response, working closely with MOH, the national committee for COVID-19 response (KPCPEN), and other partners. The main areas of support include supporting the official website and social media for COVID-19 response, addressing hoaxes and misinformation, capacity building for health care workers and civil society organizations, evidence generation, and community mobilization, including youth engagement.</p> <p>In consultation with partners – and to be more strategic – UNICEF has agreed to hire a senior consultant to provide technical and strategic support to the RCCE working group. The senior consultant will also provide support to UNICEF-led RCCE response and work closely with the UNICEF Communication for Development Specialist in the RCCE planning, implementation, and reporting.</p>			

\*) Ref CF.AI.2013-001 Amend 2, work assignment should be: specific, measurable, attainable, results-based and time-bound ("SMART") and include:

(a) tangible and measurable outputs, objectives and targets of the work assignment, as well as specific activities to achieve these.

<b>Supervisor:</b> Social & Behavior Change (SBC) Specialist	<b>Start Date:</b> April 2022	<b>End Date:</b> March 2023	<b>Number of Days (working)</b> Full time (11.5 months)
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<b>*Work Assignment Overview (SMART)</b>			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
Develop RCCE 2022 annual work plan in consultation with RCCE core team	RCCE annual plan (2022) includes budget, timeline, and operational detail which covers all RCCE components (knowledge sharing, advocacy, coordination and collaborative action, and documentation)	April 2022	
Strengthen the coordination among RCCE members and core team	Monthly progress report and documentation of RCCE working group activities (bi-weekly meeting, core team meeting, advocacy meeting, field work, collaborative actions, et cetera).	Q2, Q3, Q4, 2022	
Enhance collaborative actions between members and explore strategic partnerships for the RCCE		Q1 2023	
Coordinate the RCCE WG activities, including the bi-weekly and coordination meeting			
Improve the mapping and database of RCCE members	Accessible and user-friendly database of RCCE members (area of work, location, duration, funding, reach/coverage and need for support)	Q2 2022	
Support the documentation of RCCE work, lessons learned and best practice	<ul style="list-style-type: none"> <li>All RCCE assets are compiled in an accessible format. This include but not limited to contact of resource person, RCCE report, polling, presentation, YouTube link, meeting notes, RCCE members database.</li> <li>Final report and video documentation</li> </ul>	Q2, Q3, Q4, 2022 Q1 2023 March 2023	
Provide support in the implementation of UNICEF led RCCE/C4D. This includes support to field offices and implementing partners.	Plan for technical support for field offices	April 2022	
Provide support to UNICEF-led RCCE/C4D priority which includes COVID-19 vaccination, digital literacy, infodemic management, school reopening and routine immunization	Monthly progress report	April 2022 – March 2023	
Coordinate RCCE reporting for UNICEF. This includes compiling inputs from all different workstream and focal points: digital, government support, training/capacity building, implementing partners	<ul style="list-style-type: none"> <li>Quarterly Report</li> <li>Documentation of UNICEF RCCE/C4D (stories, video, photos)</li> </ul>	Q2, Q3, Q4, 2022 Q1 2023	

(b) specific delivery dates and details as to how the work must be delivered (e.g., electronic submission, hard copy), subdivided into “milestones” where appropriate.

(c) indicators for evaluation of outputs (including timeliness, achievement of goals, and quality of work)

**Minimum Qualifications required:**

- Bachelors    Masters    PhD  
 Other

Enter Disciplines

**Knowledge/Expertise/Skills required:**

- Dynamic skills in communicating with different types of people— i.e., journalists, government officials, civil society members, young people etc.
- Excellent organizational skills and experience documenting best practices and similar products.
- At least five years of experience working in development program
- A Bachelors/Master's in anthropology/sociology, behavior change/communication for development (C4D), public health, media/content/IEC materials production, journalistic, marketing or the equivalent
- Familiarity with Risk Communication and Community Engagement in emergency settings.
- Experience in working with CSOs, government institutions and youth organizations
- Training facilitation experience
- Knowledge of gender issues and transformative programming.
- Fluency in English and Bahasa Indonesia
- RCCE and C4D experience would be an asset.