

United Nations Children's Fund

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
Individual consultant to support implementation research, documentation and learning for the PHC systems programme.	3210/A0/07/001/001/002 SC210315	<input checked="" type="checkbox"/> Consultant	Abuja Nigeria

Purpose of Activity/Assignment:

The UNICEF Nigeria PHC Systems programme is seeking a part-time Individual Consultant (based in Abuja) to lead implementation research, learning and documentation for the PHC programme including the Primary Health Care Leadership Challenge at national and subnational level.

Scope of Work:

Over the last two decades, Nigeria has witnessed increased attention and investment towards strengthening the PHC system for improved population health access, quality and equity. However, the country has recorded declining investment in health over the past few years compared to her peers regionally and globally with consequent poor reproductive, maternal, neonatal, child, and adolescent health and nutrition. The realities of the COVID-19 pandemic have exposed and further exacerbated the existing health system weaknesses but also offers opportunities to alter Nigeria's population health and economic development trajectory using the PHC system as an entry point.

As part of efforts to tap into emerging opportunities, the National Economic Council adopted the Seattle Declaration in 2019, reaffirming the commitments made by the 36 State Governors to prioritize primary health care strengthening by operationalizing "Primary Health Care Under One Roof", Basic Health Care Provision Fund and the Abuja Declaration as vehicles for fasttracking universal health coverage. To catalyze the implementation of the Seattle Declaration, NGF, in partnership with NPHCDA, UNICEF and BMGF, launched the "Primary Health Care Leadership Challenge (PHC LC)" to periodically monitor, measure and benchmark progress against selected PHC system indicators based on an agreed performance monitoring framework. States' cumulative performances will be ranked annually and will receive fixed monetary and nonfinancial rewards best performing and best improved states in each geopolitical zone and nationally.

UNICEF's measure of success for implementation research is that the findings are used for policy, program, and/or practice changes. This near-real-time use of findings is key. Dissemination and publication of the results alone does not count as 'use', policy or program changes should be documented, no matter how small or local.

To support the initiative, a draft research and learning agenda has been developed to harness evidence from implementation to improve PHC systems at national and subnational levels with emphasis on gender, equity and inclusion. Accordingly, UNICEF intends to contract an experienced public health expert researched on a part time basis to develop an overall framework to guide research and learning in the course of the PHC systems programme and the Leadership Challenge implementation. The incumbent will also work to document and disseminate research findings locally and internationally through various platforms such as conferences, workshops and publications in peer reviewed journals. She/he is expected to develop policy briefs outlining evidence-based and implementation-ready strategic actions devised from the research/learning activities to be used for policy, program, and/or practice changes at federal and subnational level. Specific tasks and deliverables for the consultancy are itemized subsequently in this TOR.

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:

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):

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

Budget Year: 2022/2023	Requesting Section/Issuing Office: Health Section/Abuja Country Office	Reasons why consultancy cannot be done by staff: <i>There is need for a renowned expert and seasoned researcher to support documentation efforts for the ongoing key interventions under the PHC systems programme, including the PHC Leadership Challenge.</i>
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Included in Annual/Rolling Workplan: Yes No, please justify:

<p>Consultant sourcing:</p> <p><input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both</p> <p>Competitive Selection:</p> <p><input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Desk Review <input type="checkbox"/> Roster</p> <p>Single Source Selection <input type="checkbox"/></p>	<p>Request for:</p> <p><input checked="" type="checkbox"/> New – Individual Contract</p> <p><input type="checkbox"/> Extension/ Amendment</p>
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If Extension, Justification for extension:

Supervisor: <i>Khalilu Muhammad, Health Specialist</i>	Start Date: 15/12/2023	End Date: 15/07/2025	Number of working Days 240 days over 18 months
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Milestone	Deliverables	Timeline	Payment
<p>Inception Report that includes:</p> <ul style="list-style-type: none"> An overview of the background and review of the literature. Conduct a landscape analysis on the current status of the PHC subsector in Nigeria, with emphasis on governance and accountability, gender, equity and inclusion barriers to service delivery. The aims and objectives of the assignment, a clear description of the problem statements, issues to be explored and all necessary hypotheses. Methodology: broad outline of the methodological approach to the assignment, including the various study designs, sampling techniques, instruments, data collection methods, data sources, sampling, the approach to analysis, ethical issues. A framework for implementation research, documentation and learning to guide the PHC systems programme and the PHC Leadership Challenge implementation. 	<p>Inception Report (Word & PPT formats)</p>	<p>15th January 2024</p>	<p>10%</p>

<p>Progress report for the first four months presented and submitted, reviewed, and accepted by UNICEF in consultation with the Project Technical Committee and the Independent Judging Panel:</p> <ul style="list-style-type: none"> • Draft outline of the research/learning products. • Dissemination plan for the research/learning products. 	<p>Draft outline of research/learning products (abstracts, manuscripts etc.) and dissemination plan.</p>	<p>30th April 2024</p>	<p>20%</p>
<p>Progress report and submission of implementation strategies for specific research areas/topics (at least four research topics, including specific implementation research proposals), reviewed and acceptable to UNICEF in consultation with the Project Technical Committee with input from the Independent Judging Panel. Ethics approval(s) as applicable.</p>	<p>Specific research proposals</p> <p>Ethics approval(s)</p>	<p>30th July 2024</p>	<p>15%</p>
<p>A workshop to disseminate key learning products (at least one learning report per state highlighting key findings/learnings). The objective of the workshop is to collect inputs and feedback, review the research findings and recommendations, and also identify any gaps or limitations and ensure that the findings are useful and applicable to stakeholders.</p>	<p>State specific learning reports highlighting key findings and recommendations for embedding key learnings into state PHC governance systems.</p> <p>Report of dissemination workshop.</p>	<p>30th November 2024</p>	<p>25%</p>
<p>At least three peer-reviewed articles in reputable public health/international development journals and five accepted abstracts for presentation at conferences/symposia (three of which must be international meetings)</p>	<p>Research publications and published conference papers (at least seven in total)</p>	<p>30th March 2025</p>	<p>20%</p>
<p>A final consultancy report detailing key learnings across different states/regions/contexts as well as recommendations for strengthening the PHC system.</p> <p>The report should include a concise executive summary of not more than five pages that convey the key takeaways. It should be concise and limited to less than 50 pages, excluding any annexes or supplementary materials. The recommendations should be:</p> <ol style="list-style-type: none"> clearly derived from the evidence of the research/learning activities, implementation-ready and prioritized keystrategic actions rather than generic and rehashed academic statements. <p>A user-friendly, interactive policy brief intended for political leaders and non-technical audience.</p>	<p>Final Technical Report (Word & PPT formats)</p> <p>Policy briefs</p>	<p>30th July 2025</p>	<p>10%</p>

Travel International (if applicable)	Not applicable		
Travel Local (please include travel plan)	Responsibility of the consultant		
DSA (if applicable)	Responsibility of the consultant		
<p>Minimum Qualifications required:</p> <p><input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines: Public Health or related discipline</p>	<p>Knowledge/Expertise/Skills required:</p> <p>An advanced university degree (PhD/equivalent or higher) in Public Health or related discipline with a focus on strengthening health systems.</p> <p>Minimum of 15 years of relevant experience.</p> <p>Experience working in research and documentation in an academic setting is an added advantage.</p> <p>Excellent interpersonal and communication skills, including working harmoniously with diverse stakeholders.</p> <p>Ability to work under pressure in a multicultural team and keep to strict deadlines.</p> <p>Computer skills, including internet navigation and various office applications, including the ability to analyze, evaluate and synthesize information.</p> <p>Fluency in oral and written English is required.</p> <p>Willingness to travel to states and remote regions of the country.</p>		
<p>Administrative details:</p> <p>Visa assistance required: <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based:</p>	<p>If office based seating arrangement identified: <input type="checkbox"/></p> <p>IT and Communication equipment required: <input type="checkbox"/></p> <p>Internet access required: <input type="checkbox"/></p>		

¹ 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.

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.

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