# Terms of Reference

**Consultancy services for support at the local level**

**within “Romania for every child” modelling intervention**

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| **Purpose** | Consultancy services for supporting coordination at local level within “Romania for every child” project |
| **Location** | Bacau, Moinesti, Corbasca, Colonesti, Brasov |
| **Area of intervention** | 8 partners from the county and local level |
| **Duration** | 11 months |
| **Start date** | April 2022 |
| **Reporting to** | Local Implementation Programme Specialist |
| **PCR/IR** | Social Inclusion |
| **Key Result Area** | Cross-sectoral |
| **Source of funding** | SC180096 |

**Context**

“*Romania for every child.* *Making social inclusion real – breaking the cycle of exclusion for the most vulnerable children in Romania*” is a SEE-Norway Grants 2014-2021 funded project, awarded to UNICEF as Promoter, in partnership with county and local authorities in Brasov and Bacau. The project aims to advance the social inclusion and equitable distribution of opportunities for the most vulnerable children in Romania, in particular children living in poverty in urban and rural areas, Roma children and children with disabilities (CWD). The model builds on prior experience gathered through the implementation of the Minimum Package of Services (MPS) and Quality Inclusive Education models between 2014 -and 2019 in Bacau. The project suggests further development of the initial models and it aims to improve the availability of a continuum of services, from the prenatal period until 18 for children and their families, enhancing the accessibility to specialized services to which the MPS team can refer all children and their families in need of more specialized assistance and care. The integrated services are provided in 5 Integrated Community Centers (ICCs): one in Brasov and the other four in Bacau County.

The MPS launched the concept of preventive and responsive integrated social services – health, education and social protection – delivered at the community level, directly to children and their families, through teams of trained local professionals consisting of: social worker, community nurse, school counsellor and mediator. The outreach work towards the most vulnerable families was, thus, conducted in a coordinated manner, using a unified methodology relying on the classic case management approach used in social assistance services countrywide, while encouraging the cooperation between key stakeholders at local levels (Local Consultative Structures) and strengthening cross-sectoral work. This was possible through the usage of Aurora, a dedicated online application and a digital platform launched by UNICEF, used by the Bacau community teams for data collection, registering household details, information on children and families, based on which vulnerabilities could be identified and service plans designed, facilitating prompt interventions.

The current project, intended for a period of 31 months, has started in June 2021 and, as mentioned above, suggests a new model, that aims to improve the availability of a continuum of services, from prenatal period until eighteen, for children and their families, enhancing the accessibility and the quality of integrated Minimum Package of Services (MPS) as well as access to specialized services for vulnerable communities in Bacau County and Brasov.

The ICCs represent in fact a working methodology that is based on a comprehensive family assessment – in this case, ensured by the local professionals providing MPS, including an initial, comprehensive evaluation of every household member – and on joint case planning and case management which requires the coordination between the MPS team and professionals providing specialized services. Ideally, ICCs ensure a co-location for basic/MPS and specialized services, the latter including, possibly, services such as:

- psychological counselling,

- speech therapy, kinesiotherapy,

- occupational therapy,

- referral services and preventative services, etc.

of which some may be delivered also online/virtually. Of utmost importance is the fact that ICCs should be ensuring a single point of entry for all beneficiaries, meaning that wherever a family first interacts with the social services system (ideally should be the MPS), family members can be connected to a broad range of services, avoiding duplication and providing a ‘joined up’ response.

The Integrated Community Centers (5 ICCs, 3 urban and 2 rural) established in the project are located as follows, together with planning to assist the target group population from 13 affiliated communities:

* ICC Centre Corbasca, with 2 affiliated communes: Pancesti, Buhoci.
* ICC Centre Colonesti, with 5 affiliated communes: Motoseni, Dealu Morii, Rachitoasa, Vultureni.
* ICC Centre Moinesti, with 8 affiliated communes: Scorteni, Ardeoani, Magiresti, Beresti Tazlau, Zemes, Solont, Darmanesti.
* ICC Centre Bacau – will provide services for Bacau Municipality and be resource and assistance centre.
* ICC Centre Brașov – will provide services for Brașov Municipality and be resource and assistance centre.

As UNICEF local implementation team (in charge of implementing the model) has many responsibilities, some of which recently added, support is needed to ensure the proper planning, coordination and monitoring of the project activities, while respecting quality standards and paying proper attention to continuous normative development that may influence the implementation process.

**Consultancy – objectives and expected results**

UNICEF Romania is currently looking for a national consultant to facilitate the coordination of activities to be carried out in the following communities: Bacau, Moinesti, Corbasca, Colonesti, Brasov under the framework of “Romania for every child”.

The consultant will have the following key responsibilities:

1. Facilitate mobilization of the mayors and family doctors from the communities affiliated with the 4 ICCs from Bacau – this is the key accountability associated with this position, as the mobilization of the neighbouring communities is critical for reaching the target group of the model ( target group: 6400 children and parents ).
2. Promote the activities of the project in the affiliated communities through multiple channels.
3. Make weekly field visits in the neighbouring communities, based on a pre-approved plan, discussed with the direct supervisor. The aim of the visit is to support local teams to plan, organize, implement, report and evaluate the activities.
4. Liaison with all local partners involved in the implementation of the project;
5. Anticipate and identify risks or bottlenecks and report them to the management team, propose mitigation actions and implement the actions according to the risk management plans;
6. Organize/participate in meetings (online/field visits) in order to discuss progress and monitor results, based on a grid of indicators assumed in the project;
7. Facilitate a proper communication flow between all partners at local/county level and UNICEF;

**Qualifications**

* ***Education:*** university degree in social sciences or related field.
* ***Professional experience***:
* minimum 5 years of specific experience in project management
* working experience with local authorities from Bacau county in a similar initiative is a must;
* previous experience in working in rural communities;
* working experience in at least one project addressing at-risk/disadvantaged categories;
* ***Other competencies:***
* knowledge of children's rights;
* project management skills – especially planning, networking and coordination skills;
* digital skills to facilitate the use of online platforms and tools;
* ability to work at the grassroots level and with local authorities;
* flexibility to travel;
* ability to work in a multi-disciplinary team and establish harmonious and effective working relationships
* communication skills, initiative, creativity
* native Romanian; good Knowledge of the English Language.

**General conditions**

Working conditions. The consultant will work outside UNICEF premises, except for meetings convened by the direct supervisor.

**Reporting**

Within UNICEF, the contractor will report to the Local Implementation Programme Specialist. The contractor will also collaborate with the relevant public authorities and civil society. UNICEF will facilitate all the initial contacts with county and local authorities.

**Deliverable and time frame**

The contractor will provide technical reports to UNICEF every month.

**Payment calendar**

This contract includes no other benefits. Travel costs to neighbouring communities ( from Bacau city) and attending project meetings (situations when a consultant is authorized to have access to UNICEF transport) will be covered by UNICEF outside this contract. Payments will be made upon approval of the UNICEF supervisor and submission of invoice.

*Note: consultant will sign health statement prior to taking the assignment and the designation form will be completed. The Consultant will be responsible for paying income taxes and any other due taxes as per applicable national legislation.*