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| **Heading:** National Consultant for Risk Communication and Community Engagement (RCCE) for COVID-19 response  **Section in Charge**: C4D  **How does the consultancy relate to work plan:** COVID response work plan  **Outcome reference:** 0600/A0/05/880 - Country programmes are efficiently designed, coordinated, managed and supported to meet quality programming standards in achieving results for children  **Output reference**: 0600/A0/05/880/007 - (C4D AND GENDER) UNICEF staff and partners are provided tools, guidance and resources to: identify and address gender bottlenecks and achieve sector and gender results; use communication for development and innovative approaches to promote changes in behaviour and social norms that increase equity for children. |
| 1. Background:   Risk communication and community engagement (RCCE) has been identified as one of the critical pillars of the COVID-19 response globally. RCCE is an essential component of the emergency preparedness and response plan against COVID-19, to help slow transmission of the virus in communities. This includes communicating effectively with the public, engaging with children, youth, adults, leaders, communities, local partners and other stakeholders to help prepare and protect individuals, families and the public's health during COVID-19 response, as well as understanding information needs, and managing rumors and misinformation.  In both development and humanitarian contexts, UNICEF promotes a people-centered agenda that has community engagement at its core. The process of working with local groups and stakeholders and expanding people’s role in addressing issues that affect their lives, is central to achieving multiple development and humanitarian outcomes as shown on the diagram in this page.  The selected candidate will assist the UNICEF Myanmar Country Office to support the Government of Myanmar to implement evidenced-based communication and community engagement activities as part of the COVID-19 response and as part of the social mobilization efforts during the introduction of the vaccine.  The candidate is expected to apply the principles of the Core Commitments for Children (CCCs) while helping the organization contribute to the prevention of mortality and morbidity among children and their caregivers in Myanmar. |
| 1. Objectives of the consultancy:   **Participate and provide technical support to the national RCCE committee:**   * Participate in the RCCE working group meetings, co-chaired by UNICEF, WHO and MOHS. * Provide updates on UNICEF’s activities under the national RCCE implementation plan. * Set up a monitoring plan with RCCE working group partners in accordance with the national RCCE strategy, review the implementation plan and make recommendations for amendments if required, in accordance to monitoring results. * Provide inputs to, and support the development of RCCE strategies, costed plans of action and other relevant documents such as proposals and monitoring reports.     **Implement UNICEF’s C4D/RCCE activities:**   * Support the design and implementation Community Engagement interventions. * Liaise with sections and field offices to identify and address specific RCCE needs. * Contribute to and support the design, development, pre-testing, production, printing, and dissemination of culturally relevant COVID-19 RCCE materials as required, meeting on-ground requirements and quality standards. * Support rapid surveys around knowledge and perceptions and generation of critical data to inform RCCE actions, including monitoring and analysing of trends to inform RCCE response. * Collaborate with the Advocacy, Partnership and Communications Section to provide media with accurate, non-stigmatizing information that is appropriate, mutually reinforcing and easily understood. * Support the documentation of lessons learned and best practices. * Support the design and implementation of social mobilization activities for the introduction of vaccines. * Any other task as assigned by the C4D Manager and the Emergency Lead. |
| 1. Geographic Area:   Nay Pyi Taw, with possible travel to other areas. |
| 1. Duration (including potential extension):   6 months - From 14/12/2020 to 13/06/2021  Full time, Regular Office Hours |
| 1. Supervisor:   Under the supervision of the Communication for Development Manager, the consultant will work closely with the Emergency Specialist and the Ministry of Health and Sports, especially Health Literacy Promotion Unit (HLPU). |
| 1. Type of Supervision/support required from UNICEF:   The incumbent will work under direct supervision of the C4D Manager and in close coordination with the Emergency lead, under the overall guidance from the Representative and Deputy Representative |
| 1. Description of assignment:  |  |  |  | | --- | --- | --- | | Tasks | Deliverables | **Duration/**  Deadline/ % of fee Payable | | Develop action plan for RCCE activities across UNICEF sectors | RCCE Action Plan approved | 10 days after the signature of the contract | | Monitor RCCE activities and prepare reports | Develop and update monitoring tool  Monthly reports on RCCE related activities | Monitoring tool: two weeks after the signature of the contract  Reports: on monthly basis or when required | | Technical support for at least three community engagement, including supervision and monitoring of social mobilization activities, development of reports | Report on the results of at least three community engagement activities supported or developed by the consultant | During the consultancy, according to the approved action plan | | Technical support for the RCCE Working Group, including survey results from rapid assessments when available | Weekly inputs to RCCE Working Group, including survey results from rapid assessments when available | During the consultancy, according to the approved action plan | | Provide inputs on drafting reports and documentation for COVID response’ and to develop HIS for COVID response activities. | Documents with inputs delivered on time and approved by UNICEF | During the consultancy, according to the approved action plan | | Technical support for the development, pre-testing and distribution of RCCE materials | One tool kit prepared and ready for printing  RCCE materials revised and tested with distribution plan | During the consultancy, according to the approved action plan | | Develop and conduct training on community engagement | At least three trainings on Community Engagement developed and conducted for UNICEF staff and/or partners. | During the consultancy, according to the approved action plan | | Propose a mobile/digital platform and partnerships to promote desired behaviors. | Document with details on the mobile/digital platform  At least one partnership identified for the project implementation | 30 days after the signature of the contract | | Develop final report | Report summarizing lessons learnt and promising practices | 10 days before the end date of the contract | |
| 1. Advertisement / Invitation / Request for Expression of Interest   *The vacancy will be advertised externally on TMS through UNICEF's sourcing channels. HR unit will be responsible for publishing the vacancy.* |
| 1. Selection process (EOI to be attached to TOR)   Interested candidates are required to complete the Expression of Interest Form circulated with the call for proposals/ advertisement, answering the technical questions included.  The consultant will be identified by UNICEF based on a competitive selection process, taking into account the candidate’s experience, the quality of the answers produced, and of the lump-sum requested.  If deemed opportune, UNICEF will require a telephone interview with shortlisted candidates. |
| 1. Qualification and specialized knowledge/experience required for the assignment:   **Education**  University degree or equivalent experience in arts and social sciences, (Sociology, Anthropology, Psychology, Health Education).  **Work Experience**   * At least 5 years of professional work experience in the areas of social and behavioral change and health promotion at national level. * Demonstrated experience of working in the area of communication for development, community engagement and/or entertainment education. * Experience and knowledge of the Myanmar humanitarian and development sectors is an advantage. * Experience of emergency contexts is desired. * Familiarity with the UN system and working with Ministry of Health and Sports is desired. * Willingness and availability to take up the assignment immediately.   **Competencies of Successful Candidate**   * Communicates effectively to varied audiences. * Results driven; able to work effectively in a multi-cultural environment and with minimum supervision. * Strong sense of team spirit, diplomacy, able to work effectively across departments and teams. * Quickly builds rapport with individuals and groups; builds and maintains an effective network across organizational departments and with other partners. * Ability to work under tight schedule, respond to multiple demands including within a changing environment. Innovative and resourceful mindset to make solutions work in adverse conditions. * Excellent writing skills in English and Burmese   **Language Proficiency**  Fluency in English (verbal and written) and Burmese |
| 1. Other conditions:   She/He is expected to have access to his or her own laptop, reliable internet connection and other tools necessary for the fulfillment of the expected duties.  The consultant will primarily work remotely, connecting regularly to the Deputy Representative, the C4D Manager and other colleagues as identified necessary via phone, Skype for Business and/or Zoom. She/he  will be asked to attend meetings in Nay Pyi Taw according to biosecurity measures, when necessary.  **Life and health insurance**  UNICEF does not provide or arrange life or health insurance coverage for consultants and individual contractors, and consultants and individual contractors are not eligible to participate in the life or health insurance schemes available to United Nations staff members. Consultants and individual contractors are fully responsible for arranging, at their own expense, such life, health and other forms of insurance covering the period of their services as they consider appropriate. The responsibility of UNICEF is limited solely to the payment of compensation for service-incurred death, injury or illness as per the provisions detailed below.  **Insurance for service-incurred death, injury or illness**  Consultants and individual contractors who are authorized to travel at UNICEF expense or who are required under their contract to perform services in a UNICEF or United Nations office shall be provided with insurance coverage, through a UNICEF-retained third party insurance provider, covering death, injury and illness attributable to the performance of official UNICEF duties. Compensation in the event of service-incurred death, injury or illness shall be equivalent to amounts stipulated in the agreement between UNICEF and the insurance provider.  **Payment**  Payments will be processed monthly based on satisfactory delivery of the services/products as certified by the supervisor/ manager.  **Confidentiality**  The documents produced during the period of this consultancy will be treated as strictly confidential, and the rights of distribution and/ or publication will reside solely with UNICEF.  The contract signed with the consultant will include the other general terms defined by UNICEF. |
| 1. Nature of Penalty Clause to be stipulated in the contract:   UNICEF Myanmar reserves the right not to pay the Contractor or withhold part of the payable amount if one or more requirements established for this assignment is not met or deadline set for the accomplishment of the tasks is missed. |