

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
<i>Individual COVID-19 Emergency Health Consultant</i>		<input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Paramaribo, Suriname
Purpose of Activity/Assignment: To ensure UNICEF's COVID-19 support across the country by supporting the Ministry of Health and other partners in coordinating and facilitating effective implementation of critical COVID-19 response activities including vaccine supplies, risk communication, community engagement, capacity building and strengthening of the cold chain in response to COVID-19.			
Background <p>The Republic of Suriname detected its first case of COVID 19 on Friday, March 13, 2020. Since April 2021, the country is experiencing a third wave of the pandemic, and the increasing cases and deaths are of great concern to the government of Suriname and its partners. In the absence of definitive therapeutic options for the management and control of this disease, vaccination as a primary prevention measure is the best option for controlling the disease and save lives through reduction of severe cases and deaths.</p> <p>The COVID-19 pandemic has brought the importance of resilient health systems back in focus and exposed weaknesses in health system. Since April 2021, the country is experiencing a third wave of the pandemic which evolved into a 4th wave before significantly slowing down. Currently the country is experiencing a 5th wave of infections and the Omicron variant has been confirmed in Suriname. The increasing number of cases and deaths are of great concern to the government of Suriname and its partners. The vaccine rolled out started in February 2021 in Suriname and currently there are various COVID-19 vaccines available. To date Suriname has reached 48.77% of the target population being fully vaccinated, 6.43% partially vaccinated, and 9.2% received a booster shot (February 22, 2022, www.laatjevaccineren.sr).</p> <p>UNICEF has been working closely with the Ministry of Health in the implementation of the COVID-19 deployment plan by supporting and providing technical and financial support for demand generation, risk communication cold chain, vaccine roll-out planning and preparedness, WASH and Infection Prevention and Control (IPC) in health facilities and school settings and improving planning and coordination.</p> <p>UNICEF will continue to support the efforts of the Government for COVID -19 vaccine, program planning and management in the country with a particular focus on UNICEF's key mandate areas – Cold Chain and Vaccine Supply Management, and Communication and Community Engagement and coordinate health section and with supply and other sections for a coordinated response.</p> <p>Scope of Work:</p> <p>Ensure UNICEF's COVID-19 support across the country by supporting the Government of Suriname in coordinating vaccine supplies, risk communication, community engagement, capacity building and strengthening of the cold chain in response to COVID-19.</p>			

Tasks

The consultant will complete the following work assignments under direct supervision of UNICEF:

Technical assistance:

- Provide technical assistance to the government on the coordination of COVID-19 vaccines, including prioritization of activities, implementation strategies, readiness of key components to deliver smooth vaccine roll-out, including strengthening the cold chain.
- Support the development and implementation of activities related to capacity building, vaccine demand creation and overall risk communication and community engagement activities from a public health perspective.
- Provide expertise to partners in the Development/contextualization of technical guidelines and protocols on matters related to COVID-19 infection Prevention and Control (IPC).
- Prepare TOR's and assist with project planning for implementation of activities through partners and service providers and support with the procurement processes.

Coordination & project management:

- Liaise with Ministry of Health, the coordination task force, partners and relevant stakeholders for program improvement, review and coordination of the pertinent thematic components like monitoring & supervision, vaccine & logistics management, cold chain, adverse events following immunization (AEFI), communication etc.
- Coordinate and collaborate with UN agencies on joint COVID-19 interventions.
- Coordinate with UNICEF implementing partners and consultants to ensure project implementation is in line with planning, track progress and advice on adaptation and elimination of bottlenecks.
- Undertake field visits to monitor the planning and implementation of COVID-19 response and provide feedback at appropriate levels.

Reporting and evidence generation:

- Monitoring of UNICEF supported COVID-19 support activities, collect and analyse data, and generate progress reports on UNICEF COVID-19 response for internal and donor reporting.
- Support implementing partners in evidence generation for reporting based on established indicators.
- Support the design and implementation of evidence generation activities (e.g., surveys to understand vaccine hesitancy).
- Keep an update of the UNICEF-specific support, especially requirements and pipelines related to the cold chain, vaccines, and logistics related to COVID-19 vaccination.
- Prepare Covid-19 situation update-weekly.

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	Requesting Section/Issuing Office: Programme/UNICEF Suriname	Reasons why consultancy cannot be done by staff: No staff available for this role	
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:			
Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment	
If Extension, Justification for extension:			
Supervisor: Program Manager/ Deputy Representative	Start Date: April 1 st , 2022	End Date: September 30 th , 2022	Number of Days (working) 120 days
Work Assignment Overview			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
Provide technical assistance	Meetings with Government and other partners. Program response components translated in	Entire duration	Payment monthly based on deliverables

	<p>into detailed workplans (where applicable with partners and consultants).</p> <p>Update of protocols.</p> <p>Timely and accurate support in procurement processes for supplies and external services.</p> <p>Mobile/ temporary vaccination operations supported.</p> <p>Capacity building of key persons for addressing vaccine hesitancy coordinated.</p> <p>Campaign to reduce vaccine hesitancy supported</p>		and approved progress report by supervisor
Coordinate and manage project implementation	<p>Effective coordination of interventions between partners.</p> <p>Regular meetings with partners, consultants conducted, progress tracked and timely adaptations of plans.</p> <p>Regular field visits (monthly min requirement).</p>	Entire duration	
Generate evidences and reports related to UNICEF supported COVID-19 response activities	<p>Timely, accurate and comprehensive data based on indicators available.</p> <p>Technical and coordination support provided in the design and implementation of social surveys.</p> <p>Weekly reports on Covid-19 situation update.</p> <p>Monthly field visits.</p>	Entire duration	

Estimated Consultancy fee			
Travel International (if applicable)	N/A		
Travel Local (please include travel plan)	To be determined on a monthly basis. To be covered by UNICEF		
DSA (if applicable)	To be determined on a monthly basis. To be covered by UNICEF		
Total estimated consultancy costs			
Minimum Qualifications required: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines: Medicine, Public Health, Community Health or related fields (preferably with specialized training in epidemiology, disease control, immunization, health education, and/or healthcare system management	Knowledge/Expertise/Skills required: <ul style="list-style-type: none"> A minimum of 5 years of professional work experience at the national levels in planning, programming, implementation monitoring and evaluation of routine and emergency health programmes. Professional work experience as a technical expert position in health is preferred. Fluent in English and Dutch, speaking proficiency of Sranan. Surinamese resident 		
Administrative details: Visa assistance required: <input type="checkbox"/> Transportation arranged by the office: <input type="checkbox"/>	<input checked="" type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based: flexible home & office based If office based, seating arrangement identified: <input checked="" type="checkbox"/> IT and Communication equipment required: <input checked="" type="checkbox"/> Internet access required: <input checked="" type="checkbox"/> UNICEF email required UNICEF laptop not required no access to UNICEF platforms required		

Conditions and remarks:

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.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check. Successful individuals will be required to produce the following:

- Certificate of good health
- Proof of Health Insurance
- Statement of good standing
- Designation of beneficiary form

Mandatory training certificates from UNICEF's e-learning platform (prior to commencement of the Assignment)

