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| **International Consultant**  **Coordinator for CP Working Group**  **Section in charge**: Child Protection  **How does the consultancy relate to work plan:** The position relates to the Child Protection Programme in Myanmar and in particular to output 3 on enhancing Chid Protection in emergency cluster coordination in order to respond to and prevent exploitation and abuse of children in humanitarian situations.  **Outcome reference**: By 2022, all boys and girls in Myanmar are covered by a child protection system that fosters prevention and timely response to and recovery from violence, exploitation and separation from family.  **Output reference:**  Output 3, 3.5. Coordination for CPiE/CAAC/MA |
| 1. **Background and Justification:**   The ongoing humanitarian situation in Myanmar requires strong and continuing investment in coordination capacity in order to support coordination of Child Protection sector-based responses. The sector approach aims to strengthen partnerships, predictability and accountability of international humanitarian action, by improving prioritization and clearly defining the roles and responsibilities of humanitarian organizations. UNICEF as a chair of Child Protection Working Group (CPWG) is a provider of last resort and mandated to ensure sector coordination. |
| 1. **Objectives of the position:**   Child Protection Working Group (CPWG) works at the national and sub-national levels under the umbrella of the Protection Sector in Myanmar along with GBV working group and Mine Risk working group. The CPWG works collaboratively for effective planning, preparedness, response, decision-making, advocacy and accountability in advancing the well-being, dignity, safety, and resilience of affected populations. The CPWG is responsible for facilitating and coordinating the engagement of partners to deliver quality child protection services to meet humanitarian needs of children and caregivers in need and improve accountability through all phases of the humanitarian response. Effective sector management is a shared responsibility held by all CPWG partners. Sector lead is impartial representatives of the sector and is responsible for day-to-day running of the CPWG. |
| 1. **Geographic Area:**   The consultant will be based in Yangon for the contract period (9 months). Depending on the needs, consultant will travel mostly to Rakhine, Shan, and Kachin State where CPWG sub-national meetings are held. |
| 1. **Duration: (including potential extension)**   November 2019 – July 2020 (9 months, full time) |
| 1. **Supervisor:** Chief, Child Protection |
| 1. **Description of assignment:**  |  |  |  | | --- | --- | --- | | **Tasks** | **Products and Deliverables** | **Duration** | | **Supporting service delivery**   1. Ensure service delivery is driven by the sub-sector strategy, strategic response plan and strategic priorities. | CPWG strategy, strategic response plan at national and sub-national level | **1st December 2019 (20% payment)** | | 1. Convene regular sub-sector meetings, ensuring discussions are participatory, results oriented and documented. Maintain the profile of child protection within the broader Protection Sector and ensure strong representation of child protection needs and priorities in inter-sector fora (i.e. ICCG, HCT, SAG, etc.). | Monthly sub-sector meetings with timely preparation of agenda and other documentation and participation in various inter-sector fora (i.e. ICCG, HCT, SAG, etc.). | | 1. Develop and support partners to utilize mechanisms to eliminate duplication of service delivery and to enhance complementarity | CPiE service delivery coordinated in Rakhine, Kachin and northern Shan | | 1. Disseminate tools, guidance and promote practice that ensures integration/implementation of child protection minimum standards and humanitarian principles. This includes Accountability for Affected Persons (AAP). | All CPWG members at national sub-national trained on child protection minimum standards | **1st January 2020**  **(10% payment)** | | **Informing humanitarian strategic decision-making**   1. Coordinate needs assessments and analysis of gaps with child protection partners and other sectors and utilizing global best practice | Needs assessments and analysis of gaps | **1st February 2020 (15% payment)** | | 1. Coordinate the identification and formulation of solutions and priorities for (emerging) needs, gaps, obstacles, duplication and cross-cutting issues. This includes funding requirements. | Formulation of solutions and priorities for (emerging) needs, gaps, obstacles, duplication and cross-cutting issues | | 1. Monitor context and other pertinent operational trends and dynamics to ensure adaptiveness and responsive-ness of child partners and the overall sub-sector. | Regular trend analysis | | 1. Support the strengthening of the sub-sector information management including the Child Protection Information Management System | 5W regular update | | **Planning and strategy development**   1. Facilitate the development of sub-cluster response plans, with objectives and indicators that directly contribute to the realization of sub-sector’s strategic priorities within the broader framework of the broader humanitarian objectives. | Sub-cluster response plans updated in the first quarter | **1st March 2020**  **(15% payment)** | | 1. Support development and implementation of the sub-sector’s strategy through consultative and inclusive processes and ensure incorporation of NGO expertise and viewpoints | sub-sector’s strategy reviewed and updated in the first quarter | | 1. Manage programme cycle and funding processes including participation in Humanitarian Response Plan (HRP), CERF appeals, and Humanitarian Fund allocations | Humanitarian Response Plan (HRP) finalized and funding needs | | 1. Participate in the development of the Protection Sector’s strategies and plans | Protection Sector’s strategies and plans | | **Monitor and evaluate the CPWG performance**   1. Report regularly and as requested on implementation of the child protection response against the HRP results framework to track progress against targets | Regular tracking of the HRP result framework | **1st June 2020**  **(10% payment)** | | 1. Coordinate sub-sector related performance monitoring and recommend corrective action where and when needed | Update CPWG performance monitoring | | **Building national capacity in preparedness and contingency planning**   1. Ensure the sub-sector develops contingency planning and emergency preparedness measures and that child protection partners are well represented in inter-sector contingency planning processes | CPWG contingency planning and emergency preparedness updated | **1st August 2020**  **(10% payment)** | | 1. Promote awareness and understanding of affected populations, identifying appropriate service providers. | Dissemination of CPWG preparedness and contingency plan | | 1. Coordinate assessment of capacity gaps and needs and development and implementation of a capacity building plan including on child protection minimum standards and tools and on cross cutting priority themes | CPWG capacity building plan including on child protection minimum standards and tools | **1st May 2020**  **(10% payment)** | | 1. Develop and maintain appropriate linkages with development partners (including civil society and private sector) in child protection planning and interventions | CPWG contingency planning and emergency preparedness updated | | 1. Identify and promote opportunities to support NNGO capacity building support to enable local partners to participate effectively in the sector | support NNGO capacity building | | **Advocacy for CP on behalf of the CPWG members and affected people**   1. Develop child protection key messages and talking points on the sector response, needs of affected persons, and critical issues to inform humanitarian decision-making | child protection key messages and talking points on the sector response | **1st April 2020**  **(10% payment)** | | 1. Undertake coordinated advocacy on behalf of the cluster, cluster members and affected people | coordinated advocacy on behalf of CPWG | | Note: The following deliverables need coincide with each deliverable schedule listed above: monthly sub-sector meeting, participation in ICCG, HCT, SAG, updating the progress on HRP, regular trend and gap analysis and regular updates of the 5Ws. | |   Total working days: **9 months, full time** |
| 1. **Advertisement / Invitation / Request for Expression of Interest**   The advertisement will be circulated through the Talent Management System (TMS). Applicants will be required to submit an expression of interest. |
| 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, 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.  UNICEF may request an interview with shortlisted candidates. |
| 1. **Qualification and specialized knowledge/experience required for the assignment**  * Five years of field experience (project planning, partner management, monitoring and evaluation of child protection) in Child Protection, Protection and/or Human Rights in Myanmar; * Prior experience of working within as an inter-agency coordinator in an emergency response or fragile state OR participated with good results in the CP AoR CP coordination training; * Previous experience of working in large-scale first phase emergency response; * Education at Masters level in Social Work, Human Rights Law, International Relations, Development Studies or similar, or equivalent field experience. * Thorough knowledge of and experience in using the Minimum Standards for Child Protection in Humanitarian Action together with other established inter-agency standards and guidelines; * Good knowledge of international human rights and humanitarian law, particularly concerning protection of IDPs and refugees; * Extensive experience in capacity building and in strengthening various duty bearers understanding of and response to child protection; * Demonstrated ability to set up monitoring & evaluation systems in large complex programmes; * Experience of negotiating successful partnerships with institutional donors; * Experience of working with and supporting government authorities and national NGOs; * Excellent communication skills; |
| 1. **Other Conditions**   **In-country travel**  In- country travel/DSA related costs will be paid on actual basis. USD 25,000 will be reserved for in-country travel costs.  **Laptop computer and work space**  The consultant will be required to use his/her personal laptop, and work from home most of the time. UNICEF will be able to occasionally provide office space when the consultant’s presence at the office is required.  **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**  Payment schedule will be monthly but linked with the specific deliverables listed above. Specific work plan and payment schedule will be agreed with the consultant upon signing the contract.  **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. |