**UNICEF Moldova**

**Terms of Reference**

**National Individual Consultancy on SBC (Child Protection)**

**Location:** Office-based, with possible local travel

**Duration and timeline:** 45 working days

1. **Background**

Violence Against Children (VAC) and Violence Against Women (VAW) are pervasive issues affecting millions globally. According to UNICEF global data, the lives of approximately one billion children worldwide are impacted annually by these issues. In Moldova, two in five children have been subjected to violence. The numbers are remarkably similar for women, with two in five women and girls subjected to physical or sexual abuse since the age of 15[[1]](#footnote-2). These forms of violence coexist within the same environments, whether in households, communities or broader societal structures. Many types of harmful behaviours, particularly those that occur in the home, have common drivers such as gender inequality, power imbalances and socio-economic disparities.

Evidence shows that such early experiences of violence are precursors to future victimization/perpetration of violence[[2]](#footnote-3). Physical and sexual violence is a common feature of adolescent intimate partner relationships, affecting about one in four (25 per cent) girls aged 15-19 in such relationships. The OSCE-led survey clearly shows that nearly three-quarters (73 per cent) of Moldovan women and girls who have ever had an intimate partner have experienced some form of intimate partner violence (IPV). Such violence is underpinned by patriarchal social norms: as many as 1 in 10 adolescents believe that a husband may sometimes hit or beat his wife[[3]](#footnote-4). Additionally, women with children experience nearly all forms of intimate partner violence at higher rates, including physical and/or sexual abuse (8 per cent versus 5 per cent for women without children), psychological violence (21 per cent versus 15 per cent), and sexual harassment (18 per cent versus 15 per cent). This data would be higher if it included the full continuum of violence such as sexual harassment or violence in digital contexts. In addition, sexual relations remain largely unreported due to the impunity, silence, stigma and shame surrounding them.

VAC and VAW are undisputedly intersecting areas of work. Research suggests that VAW and VAC are interconnected and occur intergenerationally in the family. However, to date, coordination of efforts to address VAW and VAC remains fragmented and siloed. Evidence of common correlates indicates that coordinating VAW and VAC interventions to address shared risk factors, including harmful gender and social norms, will contribute significantly to breaking the cycle of violence. Indeed, common consequences and intergenerational effects suggest a need for more integrated early intervention and focus on adolescence. Opportunities for strengthened collaboration include preparing service providers to address multiple forms of violence, including the delivery of better-coordinated services for women and children, school-based strategies, gender transformative parenting programmes, and programming for adolescent health and development. As well, there is a clear need of more data and evidence on intersections of VAC and VAW in Moldova to understand how these forms of violence often co-occur and reinforce each other.

1. **Purpose of the assignment**

The purpose of this consultancy is to develop and implement strategic initiatives aimed at preventing Violence Against Children (VAC) and Violence Against Women (VAW) through comprehensive social and behavior change (SBC) activities. Key activities will include the design and execution of targeted interventions (a) to raise awareness and promote community engagement through a door-to-door campaign, (b) development of a concept note for a study to explore the intersections of VAC and VAW in Moldova, and (c) the concept note for a mapping of existing parenting programs to enhance their effectiveness in addressing both types of violence and (d) providing support in the adaptation and organization of interpersonal communication skills training of the social workforce, ensuring that professionals are equipped to respond effectively to instances of violence and support affected girls, boys and women. Through these efforts, the assignment aims to foster a holistic approach to violence prevention, ultimately contributing to safer and more supportive environments for children and women in the Republic of Moldova.

1. **Objectives of the consultancy**

The objective of this assignment is to:

1. Foster community-level awareness and engagement to prevent Violence Against Children (VAC) and Violence Against Women (VAW) by implementing a range of outreach activities, including targeted campaigns and community events that facilitate open dialogue about both forms of violence.
2. Strengthen understanding of VAC and VAW intersections in Moldova, including the dynamics of these forms of violence and how they reinforce each other.
3. Support system strengthening and capacity building among professionals by designing and organizing Training of Trainers (ToT) workshops focused on interpersonal communication for social workforce. This objective aims to ensure that social workforce members are well-equipped to effectively support affected children and women in their communities.
4. Details of how the work should be delivered

The requested services focus on the prevention of VAC and VAW in Moldova through the development and implementation of social and behavior change (SBC) initiatives. The consultancy will be framed by specific activities and interventions, aimed at raising awareness, building professional capacity, and generating knowledge to inform future strategies. The scope is realistic, taking into account available resources and time constraints. Key activities will address both community-level engagement and system-level strengthening to ensure an integrated and sustainable approach to violence prevention.

The key activities to be done are:

Design the door-to-door campaign package (awareness & community engagement) to engage Child Protection specialists to provide information on recognizing and preventing violence and build trust in available services. By targeting families and leveraging the trust in CP, the campaign seeks to build trust, improve awareness of prevention and response services, and encourage reporting among survivors of violence or children at risk. CP (Child Protection) specialists (including community social workers) will lead community-based efforts, conducting direct outreach to raise awareness of their roles, available services and increase trust in these mechanisms.

The campaign will be executed through the development of a community-based SBC communication package on ending violence against children and women in Moldova. In this regard, a set of materials and a guideline for professionals to conduct interpersonal communication at households and at community gatherings on ending violence against children and women in the home setting and informing about their roles and available services. As well, the campaign should include a series of training for the professionals on how to conduct such community engagement events. Awareness materials to increase the trust in professionals (videos, explainers, photo essays) should be proposed.

Development of a Concept Note for a study on VAC and VAW intersections that will explore common risk factors, common consequences, providing a deeper understanding of how these two forms of violence intersect. The consultant will work with key stakeholders, including relevant government bodies and partners, to define the scope of the study. The concept note will outline research methodologies, potential data sources, and key deliverables, ensuring that the study aligns with ongoing efforts in violence prevention and policy development.

Development of a Concept Note for mapping of parenting programs, assessing their ability to address both VAC and VAW. This will help identify gaps and opportunities for adapting programs to better prevent violence. The consultant will contribute to the development in collaboration with key partners. A stakeholder consultation process will help inform the mapping exercise, ensuring that the final concept note reflects the current landscape and needs for enhancement.

Support for Training of Trainers (ToT) on Interpersonal Communication Skills training package in designing and organizing Training of Trainers (ToT) the materials and workshops. These trainings will equip professionals to effectively support victims of VAC and VAW. The consultant will adapt existing training materials and develop new content where needed. The ToT sessions will be designed to create a multiplier effect, where trained professionals can further train their peers. Collaboration with UNICEF, relevant ministries, and social service providers will ensure that the trainings are contextually relevant and sustainable.

1. Deliverables and delivery dates

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| **Tasks** | **Deliverable** | **Timeline\*** |
| **Door to door campaign**  |
| - Develop and propose a Concept Note of the door-to-door campaign - Provide detailed outline of campaign, including methodology- Approve with UNICEF the concept | Inception Report | 3 working days |
| - Lead the organization of 3 focus group discussions with target audiences to understand the needs for the package. - Organize a workshop with all parties involved to validate the key messages. | Report of FGD and workshops | 3 working days(by 20 November 2024 |
| - Develop a ToR or Task Orders, based on the needs identified to support the procurement of the products (such as video or design, event management, etc.) | ToR  | 2 working days(by 20 November 2024) |
| - Develop an overall plan of the campaign with the Key messages- Review the guidelines content and visual tools that need to be developed to accompany the guidelines to facilitate interpersonal communication | Plan with key messages and content  | 3 working days(by 25 November 2024) |
| - Propose a series of messages and guidance for the development of key assets for distribution in different spaces such as schools, local markets, etc.- Ask for UNICEF comments and integrate comments received from UNICEF and other relevant stakeholders | Draft of key messages to be created and distributed | 2 working days(by 5 December 2024) |
| **Development of a Concept Note for a study on VAC and VAW intersections** |
| - Organise consultation meetings with key partners (UNFPA and NAPCV) to discuss the key consideration for the development of a concept note - Draft a concept note to better understand the VAC and VAW intersections -Organise follow-up meeting with key partners | Draft concept note | 4 working days(by 15 November 2024)  |
| -Check potential companies that would be available to conduct the research companies for the research.-Finalize the concept note and present to UNICEF | Final concept Note  | 1 working day(by November 20, 2024) |
| - Develop a ToR or Task Orders, based on the needs identified to support the procurement of the products (such as video or design, etc.) | Final ToR | 2 working days(by 23 November 2024) |
| **Development of a concept note for the mapping of a parenting programme** |
| - Organise consultation meetings with key partners (UNFPA and NAPCV) to discuss the key consideration for the development of a concept note - Draft a Concept Note for mapping the existing parenting programs, assessing their ability to address both VAC and VAW. | Concept Note | 3 working days(by 25 November 2024) |
| - Develop a ToR, based on the needs identified to support the procurement of the products (such as research company or consultancy, etc.) | Final ToR | 3 working days(by 28 November 2024) |
| **Support for Training of Trainers (ToT) on Interpersonal Communication Skills** |
| Provide support to UNICEF in the translation of IPC training package in Romanian and Russian languages (about 400 pages), including 5 Power Point presentations | Translation review of of 5 facilitators guides and 5 PPTs | 8 working days(by 26 November 2024) |
| Provide support to UNICEF in the organization of the event (including the development of materials for the training), including the coordination of logistical arrangement for in person training dor 5-days during the period of December 2-5, 2024. | 5-days of training support | 7 working days(by 10 December 2024) |
| - Develop a ToR or Task Orders, based on the needs identified to support the procurement of the products (such as event management, etc.) | ToR  | 2 working days(by 15 December 2025) |
| Provide a report after the training summarizing the content and the results of the events. | Report | 2 working days(by 24 December 2024) |
| **Total:** | 45 working days |

*\* Exact deadlines will be mutually agreed upon contract signature.*

1. Reporting requirements

The consultant will report to the Child Protection Specialist, who will regularly communicate with the consultant and provide feedback and guidance on his/her performance and all other necessary support so to achieve objectives of the consultancy, as well as remain aware of any upcoming issues related to consultant’s performance and quality of work.

All activities and deliverables undertaken by the consultant shall be discussed and planned in consultation with UNICEF. The consultant is expected to deliver each component of the workplan electronically (Word format) and in English. At each stage, the deliverable shall be sent to the Child Protection Specialist.

1. Performance indicators for evaluation of results:

The performance of work will be evaluated based on the following indicators:

* Completion of tasks specified in ToR;
* Compliance with the established deadlines for submission of deliverables;
* Quality of work;
* Demonstration of high standards in cooperation and communication with UNICEF and counterparts
1. Qualifications and experience
* Advanced academic degree in communication, media, social sciences, or other relevant studies
* A minimum of 3 years of professional experience in the field of communication, media, social and behavior change, child protection, GBV/VAC/VAW, including experience implementing or supervising campaigns
* Familiarity with child-sensitive language
* Demonstrated experience conducting VAC/VAW campaigns
* Advanced knowledge of in English and strong writing skills required
* Fluency in Romanian and Russian is required.
1. **Content of technical proposal**
* Relevant experience with similar type of assignments (max 300 words)

Annex: Short Sample or links to related work previously conducted by the consultant

In addition, please provide your *Curriculum Vitae*.

1. **Content of financial proposal**

The applicant should fill in the Financial Offer Template and specify an all-inclusive fee in MDL, to complete the tasks/deliverables described in the Terms of Reference.

Other expenses directly related to the ToR assignments and deliverables such as: (translation/interpretation costs, local transportation etc.) may be included in the financial offer unless specified that UNICEF will cover them separately (see paragraph 14 and 15 below).

The final selection will be based on the principle of “best value for money” i.e. achieving desired outcome at lowest possible fee. If not provided by ToR, UNICEF will not reimburse costs not directly related to the assignment. This contract does not allow payment of off-hours, medical insurance, taxes, and sick leave.

1. **Evaluation criteria for selection**

The candidate is expected to reflect in the submission the qualifications, knowledge and experience related to the requirements listed above. Technical evaluation will be performed through a desk review of applications, evaluation of technical proposals, and if necessary, may be supplemented by an interview.

The total amount of points to be allocated for the price component is 30. The maximum number of points (30) will be allotted to the lowest price proposal of a technically qualified offer. Points for other offers will be calculated as Points (x) = (lowest offer/ offer x) \* 30.

The selection process is aimed at selecting the applicant who obtains the highest cumulative score (technical evaluation + financial offer evaluation points) following “best value for money” principle.

1. **Payment schedule**

The payment will be linked to the following deliverables upon satisfactory completion and acceptance by UNICEF:

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| --- | --- |
| **Deliverable****(delivered according to the timeline agreed upon with UNICEF)** | **Proportion of payment** |
| Draft 1 of report (Door to Door Campaign) | 20% |
| Draft 2 of report (Research VAC/VAW + parenting programs mapping) | 40% |
| Final Report (IPC training)  | 40% |

UNICEF reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs are incomplete, not delivered for failure to meet deadlines.

1. Definition of supervisory arrangements

The consultant will work under the oversight of Child Protection Specialist of UNICEF Moldova. Payments will be rendered upon successful completion of each task, as per the schedule outlined above.

1. Work location and official travel involved

The work will require local travels in order to conduct in-person visits and consultations with the different government authorities, as per their availability. The consultant is expected to cover costs, arrange and schedule such visits, including transportation. The UNICEF office will facilitate introductions to key informants.

1. Support provided by UNICEF

UNICEF will regularly communicate with the consultant and provide feedback and guidance and necessary support so to achieve objectives of the work, as well as remain aware of any upcoming issues related to the performance and quality of work. UNICEF will provide an initial package of relevant documents and available research, and an initial list of relevant experts and counterparts to work with. UNICEF will also request relevant data – as agreed upon with the consultant – from relevant government counterparts.

1. **Child Safeguarding**

Is this project/assignment considered as “[Elevated Risk Role](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Guidance%20on%20Identifying%20Elevated%20Risk%20Roles_finalversion.pdf?CT=1590792470221&OR=ItemsView)” from a child safeguarding perspective?

[ ]    YES     NO  [x]      If YES, check all that apply:

More information is available in the [Child Safeguarding SharePoint](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/SitePages/Amendments-to-the-Recruitment-Guidance.aspx) and [Child Safeguarding FAQs and Updates](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Child%20Safeguarding%20FAQs%20and%20Updates%20Dec%202020.pdf)

1. **Ethical considerations**

The Contractor will ensure that the process is in line with the United Nations Evaluation Group (UNEG) Ethical Guidelines[[4]](#footnote-5). The Consultant should be sensitive to beliefs, manners and customs and act with integrity and honesty while interacting with stakeholders and beneficiaries. Furthermore, the consultant should protect the anonymity and confidentiality of individual information. The consultant is allowed to use documents and information provided only for the tasks related to these terms of reference.

As per UNICEF’s procedure on Individual Consultants, the selected candidate will be sent the [link on UNICEF’s learning platform, Agora](https://agora.unicef.org/course/view.php?id=15620), containing UNICEF policies on Prohibiting and Combatting Fraud and Corruption; Prohibition of discrimination, harassment, sexual harassment and abuse of authority and other relevant policies for their information and acknowledgment.

The selected candidate must complete the applicable mandatory online courses on UNICEF’s learning platform prior to signature of contract.  All certificates should be presented as part of the contract.

1. **Other considerations**

Individuals engaged under a consultancy or 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. Consultants 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 (if applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract.

Selected candidates are required to be fully vaccinated against SARS-CoV-2 (COVID-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. The consultant may be required to show proof of vaccination when entering on premises or programme locations and should be able to demonstrate that the vaccinations where received.

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.

1. [OSCE-led Survey on Violence Against Women: Moldova (2019)](https://www.osce.org/secretariat/424979) [↑](#footnote-ref-2)
2. [Bridging the gaps: A global review of intersections of violence against women and violence against children](https://www.researchgate.net/publication/304152568_Bridging_the_gaps_A_global_review_of_intersections_of_violence_against_women_and_violence_against_children) [↑](#footnote-ref-3)
3. [Moldova Violence Against Children and Youth Survey (VACS, 2020)](https://www.togetherforgirls.org/en/resources/moldova-vacs-report-2020) [↑](#footnote-ref-4)
4. UNEG Guidelines <http://www.uneval.org/document/detail/102> [↑](#footnote-ref-5)