**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS**

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| **Title:** Gender Consultant, Polio Eradication | **Funding Reference:**  **WBS:** 3210/A0/07/001/004/002  **Grant:** SC210146  **Validity:** 31/12/2024 | | **Type of engagement:**  Consultant | | | **Duty Station:** Abuja (with field visits to AIT and other priority states) |
| **Purpose of Activity/Assignment:**  UNICEF Nigeria seeks a dedicated Gender Consultant to provide technical and programme support to deliver gender-related activities within the polio eradication programme, including those funded through the Global Polio Eradication Initiative (GPEI). The consultant will also support knowledge management, promote cross-learning across the Axis of Intractable Transmission (AIT) states, identify opportunities, develop programme tools, and ensure quality oversight for programme implementation, including effective and timely fund utilisation and reporting. | | | | | | |
| **Background:**  UNICEF adopted its Gender Action Plan (GAP) 2022-2025, an ambitious effort to catalyse field-level programming and results that advance gender equality and the empowerment of women and girls in key areas of UNICEF's work. The GAP prioritises a gender-equitable approach to promoting gender equality.  In alignment with the UNICEF Gender Policy 2021-2030, GAP 2022-2025, and Strategic Plan 2022-2025, the UNICEF Nigeria Country Programme 2023-2027 and accompanying country-level Gender Action Plan 2024-2027 emphasise structural and norms change to transform the underlying drivers of gender inequality and reflect an intersectional approach to the compounding social exclusion and marginalisation. With this transformative approach, UNICEF is strengthening the mainstreaming of gender equality throughout its programming and systems, with immunisation being a key area for action and gender being a critical change strategy in the UNICEF Immunization Roadmap 2022–2030.  As a leading partner of the GPEI, UNICEF helps vaccinate over 400 million children globally against polio annually and works alongside partners to eradicate polio. Advancing gender equality and the empowerment of women are key commitments of the GPEI, and the GPEI recognises that gender-responsive approaches further strengthen polio eradication interventions. Gender, along with other factors such as socio-economic background, age, ethnicity, and disability, is an important social determinant of health and, as such, also impacts vaccination outcomes, the overall effectiveness of the programme, and, ultimately, polio eradication.  In Nigeria, UNICEF is supporting the country’s polio journey to zero, focusing on the circulating variance of the poliovirus type 2 (cVPV2) strain in 5 northern AIT states and other priority states. These states are reporting the most cases of polio and are also affected by low routine immunisation, insecurity, inaccessibility, and internal displacement of the population.  The Gender and ADAP team is providing technical support for gender integration in polio programming and immunisation, more broadly. This includes overseeing the implementation of the GPEI gender grant in close collaboration with the Polio National Emergency Operations Centre (EOC).  **Scope of Work:**  Reporting to the Gender and Development Manager and working closely with the Senior Health Specialist/GPEI Outbreak Deputy Coordinator, the Gender Consultant will be responsible for the following tasks:   * Technical and coordination support for the efficient functioning of the National EOC Gender Group and state-level EOC gender groups/task forces. * Expert technical support to AIT and other priority states in developing and implementing gender-responsive work plans and budgets. * Coordination and implementation support for the GPEI gender grant activities with the UNICEF Country Office and Field Offices Health and SBC staff. * Technical support for gender training and other capacity-building activities on integrating gender into polio and immunisation programs and monitoring their outcomes. * Documentation of gender and polio eradication programme activities, including through the development of communications and knowledge products and reports for external and internal stakeholders. * Other tasks as required and aligned with the overall scope of work. | | | | | | |
| **Child Safeguarding**  Is this project/assignment considered an “[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     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 immediate 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](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) | | | | | | |
| **Work Assignment Overview** | | | | | | |
| Tasks/Milestone | | Deliverables/Outputs | | | Timeline | |
| Technical and coordination support for the efficient functioning of the National EOC Gender Group and state-level EOC gender groups/task forces. | | * Terms of Reference developed for the National EOC Gender Group * Work plan developed for the National EOC Gender Group * Support convening meetings for the National EOC Gender Group * Participation in ACSM group meetings * Monthly engagement with state-level EOCs on gender | | | **Deadline 1**  30 September 2024  **Deadline 2**  29 November 2024  **Deadline 3**  31 January 2025  **Deadline 4**  31 March 2025  **Deadline 5**  30 May 2025  **Deadline 6**  30 June 2025 | |
| Expert technical support to AIT and other priority states in developing and implementing gender-responsive work plans and budgets. | | * Consolidated document highlighting gender-related activities in AIT and other priority states developed and maintained * Trip reports to AIT and other priority states with clear outcomes | | |
| Coordination and implementation support for the GPEI gender grant activities with the UNICEF Country Office and Field Offices Health and SBC staff. | | * Bi-monthly calls with CO and FO focal points on gender and polio activities * Technical input provided for GPEI gender reporting and meetings * Concept note/proposal for additional funding from GPEI/other donors | | |
| Technical support for gender training and other capacity-building activities on integrating gender into polio and immunization programs and monitoring their outcomes. | | * 2 gender training/capacity-building activities convened on gender and polio * 1 virtual learning event conducted convening AIT and other priority states | | |
| Documentation of gender and polio eradication programme activities, including through the development of communications and knowledge products and reports for external and internal stakeholders. | | * At least two case studies/human interest stories developed on gender and polio programming * Brief quarterly update on gender and polio programming, including key recommendations | | |
| **Minimum Qualifications required:**  Bachelors  Masters  PhD  Other  An advanced university degree in gender and development, public health, global/international health and nutrition, policy and/or management, health sciences, nutritional epidemiology, or another health-related science field. | | | | **Knowledge/Expertise/Skills required:**   * Minimum of eight years of experience in gender and development programming. * A track record of achieving or contributing to tangible change in planning, designing, implementing, and delivering results-based programmes on gender and health programming, including behaviour change initiatives. * Experience conducting or supporting gender analysis, including quantitative and qualitative research methodologies and applied gender measurement, monitoring, and evaluation. * Expertise in evidence-based advocacy and communication skills on gender equality. * Experience in developing country programmes in one or more of the following areas is required: public health, immunisation, gender, and maternal, infant, and child health care. * Demonstrated excellence in influence and leadership, building trust and motivating others. * Knowledge of international development, humanitarian issues, and children’s rights. * Experience working with the government and development partners. * Exemplary written and verbal skills, with a solutions-oriented and proactive approach to assigned tasks. * Experience working with UNICEF or other UN agencies is a strong asset. * Experience in training and facilitation is an asset. * Fluency in English is required. Knowledge of local languages is considered an asset. | | |
| **Request Authorised by Section Head:**  Takudzwa Kanyangarara, Gender and Development Manager | | | | **Request Verified by HR:** | | |
| **Approval of Deputy Representative Operations** (if Operations):  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | **Approval of Deputy Representative Programmes** (if Programmes):  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Representative (in case of single sourcing/or if not listed in the Annual Workplan)    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
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\* The costs indicated are estimated. The final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Professional fees will be paid based on the submission of agreed-upon deliverables. UNICEF reserves the right to withhold payment if the submitted deliverables are not up to the required standard or if the consultant delays submitting the deliverables.

**Text to be added to all TORs:**

Individuals engaged under a consultancy 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 consultant is solely responsible for ensuring 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 consultants are subject to confirmation of fully vaccinated status against SARS-CoV-2 (COVID-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met before taking up the assignment. The vaccine mandate 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](https://www.unicef.org/careers/unicef-provides-reasonable-accommodation-job-candidates-and-personnel-disabilities) 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 during your assignment.