

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE SRH/GBV M&E Specialist	
Hiring Office:	UNFPA DRC CO
Purpose of consultancy:	<p>UNFPA seeks candidates who transform, inspire and produce lasting, high impact results; We need staff who are transparent, exceptional in the way they manage the resources entrusted to them and who are committed to delivering excellence in program results.</p> <p>Working within the UNFPA DRC country office, you will play a vital role in providing technical guidance to support conceptualization and implementation of holistic SRHR and MNH programming, strengthen UNFPA’s country midwifery programme, while ensuring that different contexts and realities are taken into account, without compromising the mandate of UNFPA and the evidence base. You will build close relationships and synergies with stakeholders internally and externally to support best practice in SRHR and MNH programming and advocacy, to improve monitoring and better integration of midwifery within UNFPA.s programmes such as Emergency Obstetric and new born Care, child marriage, gender based violence and maternal death surveillance and response.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>Task description</p> <p>Under the overall technical coordination of the Chief Technical Adviser Reproductive Health Maternal and New born Health of the Central Office (Kinshasa-based), administrative coordination of the Head of the Kasai hub and the direct supervision of the RH/GBV Information Management Specialist in Kinshasa, the consultant will undertake the following tasks:</p> <ul style="list-style-type: none"> ● S/he will provide leadership to the implementation of the Project’s Results-Based Monitoring and Evaluation Plan including the development of methodologies as well as capacity and systems development and thematic and cross-country evaluations to provide an evidence basis of project performance; ● The M&E Specialist will mentor and coach the project and partner staff in all M&E processes in the zone areas of the project. This position will also oversee data management for SRHR & GBV response activities of the project. ● S/he will assist the RH/GBV team in establishing a strong monitoring and evaluation system and also work with them to ensure high quality implementation of that system. <p>Data Collection and Management <i>In line with WHO’s Ethical and Safety Recommendations for Researching, Documenting and Monitoring Sexual Violence in Emergencies and GBV core guiding principles:</i></p>

- S/he will identify and obtain the needed data and information elements required to produce standardized information products and design and manage respective data/information collection plans for baseline and context-specific data;
- S/he will assist the national Reproductive Health Working Group Coordinator and GBV Sub-Cluster Coordinator and the UNFPA DRC Humanitarian Crisis Response Team in the operational planning of assessments (sharing maps, base and situational data for the target hotspot areas) including as necessary/appropriate to determine the magnitude and scope of GBV needs and identify strategic inter-sectoral approaches for addressing it.
- S/he will work with the RH/GBV team leader and the Health Working Group/GBV sub-cluster Information officer to adopt a standardized GBV incident report/intake form and other relevant forms as necessary. Train partner organizations and other sectors in the use of these forms with particular emphasis to the Guiding Principles for Working with RH/GBV Survivors and in line with the global standards for GBV Information Management.
- S/he will develop monthly report formats that capture relevant information that support the analysis and evaluation of program progress and outcomes in collaboration with the RH/GBV team leader and other members of the RH/GBV team

Monitoring and Evaluation and quality assurance

- S/he will develop indicators for measuring results and outcomes focusing on SRHR and GBV
- S/he will design and implement processes to manage, validate, transform, analyze, visualize, interpret, and use quantitative and qualitative data for the projects
- S/he will work in collaboration with data managers at the provincial level to ensure the DHIS2 and the national GBV databases are regularly updated

Program management and coordination support:

- S/he will participate in the Information Management Working Group (IMWG) meetings as well as program management meetings with relevant operational partners for efficient coordination of Information Management activities.
- S/he will facilitate the development, implementation and monitoring of the activities of the SRHR and GBV annual work plans; carrying out field visits, participating in the review meetings and evaluation missions and contributing to monthly, quarterly and annual progress reports;

Knowledge Sharing and Communications

	<ul style="list-style-type: none"> S/he will work with the communication team to design and implement a structured dissemination plan for all SRHR and GBV information products and services as appropriate including flyers, stickers etc S/he will identify SRHR and GBV gaps and opportunities to improve programming and document best practices and approaches for responding to issues of SRHR and GBV in order to deepen the knowledge base among RH and GBV team members and the entire UNFPA DRC team <p>Any Other Duties</p> <ul style="list-style-type: none"> S/he will perform other job related duties as assigned by the UNFPA hierarchy to ensure the success of the country programme. <p>Key Outcome</p> <ul style="list-style-type: none"> Enhanced visibility of UNFPA as a trusted partner through an improved monitoring and better integration of midwifery within UNFPA’s programmes such as Emergency Obstetric and New-born Care, maternal morbidities, family planning, HIV, STIs, child marriage, gender-based violence and maternal death surveillance and response both in development and humanitarian settings. Enhanced ability of UNFPA DRC to fulfil its mission to achieve sustainable, locally owned and concrete results solutions to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.
Duration and working schedule:	Duration: from January 2022 to 30th April 2022 .
Place where services are to be delivered:	Kasai hub , DRC
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> End of consultation report
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	
Supervisory arrangements:	Under the overall technical coordination of the Chief Technical Adviser Reproductive Health Maternal and New born Health of the Central Office (Kinshasa-based), administrative coordination of the Head of the Kasai hub and the direct supervision of the RH/GBV Information Management Specialist in Kinshasa
Expected travel:	Kasai hub, DRC
Required expertise, qualifications and competencies, including:	Qualifications/Requirements Required Degree Level Master degree or equivalent

language requirements:	<p>Education - Additional Comments:</p> <p>Education - Additional Comments: Advanced degree (Master's or equivalent and above) with specialization in public health, epidemiology, demography, economics, statistics, data management and/or other related social science disciplines. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.</p> <p>Experience Remark: Minimum of 5 years of experience</p> <p>Demonstrated interest and/or experience of 2 years of progressive experience in information management, reporting, report- writing, or related fields associated with the implementation of humanitarian/development programs at the national and international levels;</p> <p>Knowledge and Experience:</p> <ol style="list-style-type: none"> 1.- A minimum of five (05) years of professional experience; 2 - Experience in database and information system management, including design, development, implementation and maintenance. 3) Experience and knowledge of object-oriented programming (VB.NET is an asset), web programming (ASP.Net/JavaScript/AJEX/HTLM5 combination is an advantage), database management (SQL server required, MySQL is an asset) 4- In-depth knowledge in the use of DHIS2, Power BI or spreadsheet and designing electronic data collection tools (including KOBO) 5- In-depth knowledge in the use of at least one Geographic Information Management System (such as QGIS or Arc GIS) is required <p>LANGUAGE</p> <ul style="list-style-type: none"> • French (Mandatory), Level - Fluent <p>AND - English (Mandatory), Level - Working Knowledge</p>
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA DRC will provide a workspace, a computer and other working tools.
Other relevant information or special conditions, if any:	Interested candidates will provide a cover letter, CV and P11: from February 23rd , 2022 to 9th, March 2022, to drchr@unfpa.org
Signature of Requesting Officer in Hiring Office: Date: 18 February 2022	