



We are pleased to announce the following vacancy:

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| VACANCY NO: | VA JID 2003 UNFPA APRO |
| CLOSING DATE: | Friday, 22 May 2020 |
| POST TITLE: | SRH in emergencies Consultant- Retainer Contract |
| CATEGORY: | Individual Consultant contract |
| DUTY STATION: | Home based and possible travel to the Regional Office or the country offices, as needed. |
| DURATION: | 25 work days over the period of May to 31 December 2020 |

Purpose of consultancy:

Asia and the Pacific is the most disaster prone region in the world and has many protracted and complex emergencies. In recent years, UNFPA has increasingly played a critical role in responding to both natural and man-made disasters which have increased in numbers and magnitude. In 2019 alone, UNFPA provided humanitarian assistance and response to emergencies and protracted crises in Afghanistan, Bangladesh, DPRK, Indonesia, Iran, Myanmar, Lao PDR, Pakistan, Philippines, Sri Lanka, and the Pacific sub-region. In line with UNFPA's strategic plan (2018-2021) and humanitarian commitments, APRO works closely with Country Offices and partners to improve efforts on addressing sexual and reproductive health (SRH) and gender based violence (GBV) within emergency preparedness, response and recovery.

Due to the frequency and severity of humanitarian emergencies in the region, the APRO Humanitarian Team requires on-call SRHiE expertise to help support emergency preparedness and response efforts. During 2018 and 2019, the Humanitarian Team benefited from an SRHiE consultant who supported a number of Country Offices involved in emergency preparedness and response. The SRHiE consultant has enabled APRO to deliver on its commitments to Country Offices; the Humanitarian Team is therefore looking to extend the support from an SRHiE expert throughout 2020.

Objective of the consultancy

Under the overall guidance and supervision of the Humanitarian Adviser, the SRHiE consultant will provide remote support in both emergency preparedness and response efforts, including capacity building for MISIP and humanitarian preparedness, review of contingency plans and national DRR and preparedness strategies, planning and development of country office response, review of response-related documents such as fund requests and donor proposals, and provide guidance and insight on the SRH needs of affected populations in the region. The SRHiE consultant will also undertake deployments as needed.

Scope of work:

The SRHiE consultant will work closely with the Humanitarian Adviser to support regional preparedness and response efforts

Expected outputs include:

- Reviewing emergency preparedness plans and documents to support integration of SRHie, including country contingency plans, national DRR plans, disaster management laws or other relevant humanitarian preparedness and response policies;
- Reviewing the SRHie/MISP components of CO's emergency responses, including but not limited to: CO response plans, MISP calculations, assessments and tools, Emergency Fund requests, CERF proposals, country situation reports, procurement plans, distribution plans, etc.;
- Providing technical guidance to Country Offices on SRHie-related response efforts remotely or via short deployment;
- Preparing materials for orienting/training for Asia Pacific Country Offices on the roll out of the revised MISP and humanitarian preparedness trainings;
- Technical backstopping of the Humanitarian Adviser in the event of multiple emergencies;
- Undertake travel to Bangkok (APRO) or other countries within the Asia Pacific region, if needed; and
- Perform any other duties as required by the Humanitarian Adviser

Duration and working schedule:

1 May – 31 December 2020

The work of the SRHie consultant will be on a needs-basis, as per request of APRO, and may include remote or in-house support at the regional office in Bangkok, or deployment to Country Offices, as needed.

The retainer contract will include up to 25 work days to be utilised over a period of 8 months. There will be no penalty to the consultant nor to the regional office if all days allotted in the contract are not used.

Payment will only be done in two instalments based on the actual number of work days completed by 31 August, 2020 and by 31 December, 2020 and against acceptance of deliverables by UNFPA.

There will be no rolling over of unused days. Travel costs will be paid separately and in line with UNFPA travel policy.

Place where services are to be delivered:

APRO and Country Offices, as needed.

Delivery dates and how work will be delivered:

Electronic and/or hard copy, as needed.

Monitoring and progress control, including reporting requirements, periodicity format and deadline:

The SRHie consultant will work closely with the Humanitarian Advisor, the rest of the Humanitarian Team and other APRO staff as needed. Frequent discussions will be held to note progress throughout the duration of the contract and a tracking sheet will be used to note progress against ToR deliverables and deadlines.

Supervisory arrangements:

The SRHie consultant will work under the overall guidance of the APRO Humanitarian Adviser.

Expected travel:

Possible travel to the Regional Office or to Country Offices, as needed.

Required expertise, qualifications and competencies, including language requirements:**Education:**

- Minimum of Masters' degree in medicine, public health, gender studies, public health, international development, social sciences or other related field.
- Knowledge and Experience:
- A minimum of 7 years of relevant professional humanitarian experience including experience in SRH in emergencies;
- Substantive knowledge and practical experience in sexual and reproductive health programming in humanitarian and post-conflict recovery settings;
- Demonstrated humanitarian coordination and programming and ability to establish harmonious working relations in an international and multicultural environment;
- Experience and capacity in development and delivery of SRHiE training components to UN, government, NGO, and community level participants.
- Excellent computer literacy (MS office applications including Word, Excel and Power-point and Internet skills).

Language: Fluency in English is required (oral and written).

Inputs / services to be provided by UNFPA or implementing partner:

APRO will provide office space when the SRHiE consultant is at the Regional Office. When working remotely, it is expected that the consultant will have access to a computer with sufficient internet connection.

How to apply:

Candidates should submit the following documents:

- P11
- CV
- Portfolio or website
- At least two references
- Requested daily rate along with copies of previous contracts to support the daily rate requested

All the above documents must be sent by e-mail to vac-robangkok@unfpa.org.

The P11 is available on the UNFPA websites at <https://www.unfpa.org/resources/p11-un-personal-history-form>

Please quote the Vacancy number **JID 2003 UNFPA APRO**. The deadline for application is 22 May 2020 **Bangkok time**.

UNFPA will only be able to respond to those applications in whom UNFPA has a further interest.

UNFPA provides a work environment that reflects the values of gender equality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balances gender distribution and therefore encourage women to apply.

Notice: There is no application, processing or other fee at any stage of the application process. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.

Date Issued: 06 May 2020