



We are pleased to announce the following vacancy:

VACANCY NO:	VA JID 2007 UNFPA APRO
CLOSING DATE:	The closing date is extended from 20 to 27 September 2020
POST TITLE:	Staff Care and Wellbeing Consultant
CATEGORY:	Individual Consultant contract
DUTY STATION:	Home based
DURATION:	30 work days over the period of October to 31 December 2020

Purpose of consultancy:

The purpose of the Staff Care and Wellbeing consultancy is to assist UNFPA Asia Pacific Regional Office in ensuring the provision of confidential staff care and wellbeing support to staff in the region during the COVID-19 pandemic.

UNFPA APRO supports programmes in 36 countries in the Asia Pacific region, including 14 Pacific Island Countries and Territories through the Pacific Sub-Regional Office. COVID-19 has been confirmed in all Asian countries with UNFPA Country Offices with the exception of DPRK. Within the UNFPA's Pacific sub-region, Fiji is the only country with confirmed cases (as of May 1). While the peak of the epidemic has passed in China, other countries are now at the beginning stages of a rapid surge or in the midst of the epidemic. All affected countries in the Asia Pacific region have experienced significant challenges to ensuring sufficient resources for timely prevention, surveillance, detection, diagnosis and supportive care in the fight against COVID-19.

During the COVID-19 pandemic, where movement is restricted, people are confined, and protection systems weaken, women and girls are at greater risk of experiencing gender-based violence. In some context, our own staff have experienced these heightened risks of GBV or are supporting family members who are subjected to intimate partner violence. While UNFPA country offices are supporting GBV risk mitigation and response programming across our operation areas, it is also committed to ensuring the wellbeing and care for agency staff in the response through provision of confidential briefings and counseling from specialized personnel with adequate experience in providing counseling support to survivors of GBV.

In addition to individual staff care, UNFPA APRO is also keen to seek expert advice to develop and implement a regional strategy for the provision of timely and quality psychosocial support to UNFPA staff and personnel impacted by GBV. UNFPA APRO is also committed to developing a training package for managers/supervisors on how to support staff members experiencing GBV.

Scope of work:

The Staff Care and Wellbeing Consultant will be responsible for the following:

- Develop and implement a strategy for provision of timely and quality psychosocial support to UNFPA staff and personnel impacted by GBV in the context of the COVID 19 crisis
- Develop and/or adapt information materials, briefings and training for management and staff on how to support and respond to personnel affected by GBV.
- Develop a training package for managers/supervisors on how to support staff members experiencing GBV, including IPV.
- Provide confidential counseling support to staff members who may reach out

Duration and working schedule:

The Staff Care and Wellbeing Consultant will be engaged for 30 work days (approximately 10 days per month) October 1 to 31 Dec 2020.

The payment will be made on a monthly basis against satisfactory completion of tasks and deliverables and acceptance by UNFPA.

Place where services are to be delivered:

Home based. No travel is envisaged for this consultancy.

Delivery dates and how work will be delivered:

The consultant will work on full time basis and will be responsible for delivering the following over the course of the consultancy:

- Development of strategy for UNFPA to support staff experiencing violence
- Provide confidential counseling support to staff members who may reach out
- Regular briefings and information sessions with personnel and staff
- Updated information on available GBV response services and referral information developed for staff based in Bangkok and provide support to COs to do the same.

The Staff Care and Wellbeing Consultant will develop a detailed work plan with timeline on all the planned deliverables and schedule monthly calls with the APRO RD, DRD and HRSP.

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

Key milestones will include the following:

- Preparation of initial work plan.
- Monthly monitoring reports
- Final report and recommendations

Supervisory arrangements:

The Staff Care and Wellbeing consultant will be supervised by the HR Strategic Partner (Asia Pacific region) and work closely with the APRO RD and DRD.

Required expertise, qualifications and competencies, including language requirements:

Education: Advanced degree with specialization in areas such as clinical psychology, clinical social work or mental health. It is desirable to possess a Master's in Public Health.

Professional Experience

- At least seven years of specialized experience in community based psychosocial support interventions particularly as it relates to GBV, and experience in this field at international level in a humanitarian context.
- Demonstrated knowledge of IASC Guidelines on MHPSS in Emergency Settings
- Demonstrated experience on Counseling skills and clinical supervision of lay counsellors
- Demonstrated knowledge of reproductive health issues and/or protection issues in humanitarian settings, and of humanitarian emergency operations and roles/responsibilities of humanitarian actors.
- Proficiency in English and in other official languages or the UN required/desirable.
- Strong Training and supervision experience required

Core Competencies

- Ability to work within a team structure or in isolation, flexible, and can cope with stressful workloads and working with limited resources
- Strong interpersonal skills and the ability to work within different cultural environments

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

REMARK: The consultant should have required ICT and equipment to deliver the work

How to apply:

Candidates should submit the following documents:

- P11
- CV
- 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 2007 UNFPA APRO**. The deadline for application is revised from 20 September to **27 September 2020 at 16:00 hours, 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 balanced 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: 7 September 2020