



We are pleased to announce the following vacancy:

VACANCY NO: VA JID 2106 UNFPA APRO

CLOSING DATE: The closing date is extended from 25 April 2021 to **30 April 2021**

POST TITLE: International Consultant to support the implementation of the UNFPA Expanded Business Action for Family Planning (E-BAFP) programme of work in Asia and the Pacific

CATEGORY: Individual Consultant contract

DUTY STATION: This consultancy is home-based

DURATION: 80 work days is required over a period from May to 30 September 2021

International Consultant to support the implementation of the UNFPA Expanded Business Action for Family Planning (E-BAFP) programme of work in Asia and the Pacific

TERMS OF REFERENCE	
Hiring Office:	UNFPA Asia Pacific Regional Office, Bangkok, Thailand
Purpose of consultancy:	<p>The purpose of this assignment is to support, plan and manage the implementation of activities included in the Expanded Business Action for Family Planning (E-BAFP) programme of work, managed by UNFPA with the support of the UN Foundation and Merck for Mothers.</p> <p>UNFPA initiated the programme of work “Business Action for Family Planning” in 2016, with activities initiated in one selected country: the Philippines. UNFPA Philippines Country Office partnered with Avon-Philippines, Bagosphere, CARD-MFI, and Hamlin Industrial Corporation to develop programmes of workplace access to family planning services and information. UNFPA Philippines also partnered with the Employers Confederation of the Philippines (ECOP), the biggest organization of employers in the country, to support partner companies to provide their employees with accurate FP information and increase employees’ access to FP commodities. During the first phase of the programme, UNFPA APRO also developed a Return on Investment (ROI) tool to estimate the impact - in terms of economic or financial returns - of providing family planning services in the workplace, and to provide the evidence to enable businesses to start and/or expand family planning service provision in their factories. The ROI tool advocates for the reduction of unmet need for family planning, the prevention of unintended pregnancies and the realization of sexual and reproductive rights of female employees because these changes can enhance the livelihoods of women and reduce morbidity and mortality, and not just because they augment economic returns for businesses.</p> <p>In 2019, the BAFP programme of work entered a second phase (E-BAFP), building upon the activities conducted in the Philippines and the first iteration of the ROI Tool. Under the E-BAFP programme of work, UNFPA APRO is responsible to a) further</p>

	<p>develop and launch an expanded version of the ROI Tool, and b) replicate the activities implemented in the Philippines in one or more countries of Asia-Pacific.</p> <p>The purpose of this consultancy is to support UNFPA APRO with activities related to this second objective of the E-BAFP programme (replicate the activities implemented in the Philippines in one or more countries of Asia-Pacific). The Consultant will be responsible of planning, devising and implementing activities in consultation with the Health Economics Advisor and SRH Data Analyst of UNFPA APRO. These activities could include but are not limited to liaising with the business communities and UNFPA Country offices in selected countries of Asia Pacific, to establish collaborations for the implementation of activities similar to those implemented in the Philippines. The scope of work will also include promoting the updated version of the ROI Tool to be used by partners in Asia-Pacific. Given the continued COVID-19 pandemic, it is foreseen that the majority of activities will have to take place in a virtual manner.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>The International Consultant for this assignment is expected to carry out the following tasks, and submit deliverables as below:</p> <ul style="list-style-type: none"> ● Prepare a plan and timeline for activities under Objective b) of the E-BAFP programme, in collaboration with APRO's HE Advisor and SRH Analyst (10 days for submission of detailed plan activities); ● Create a targeted list of contacts in the business community in countries of Asia-Pacific and devise a communications/engagement plan (10 days for submission of proposed partners analysis and engagement plan); ● Identify priority countries and liaise with UNFPA Country Offices as appropriate to plan and implement activities (20 days for submission of country-specific activity lists); ● Plan, manage and execute proposed activities, liaising with businesses as well as UN / CSO partners as needed to ensure the smooth implementation of proposed activities (40 days for implementation of activities in the plan and final report).
<p>Duration and working schedule:</p>	<p>The assignment is intended to be performed for a total of 80 working days from May to September 2021. All activities are expected to be completed by 30 September 2021.</p>
<p>Place where services are to be delivered:</p>	<p>Due to COVID-19 measures in place, this assignment will be performed remotely. Presence in Bangkok, Thailand, would be beneficial but is not mandatory nor required.</p>
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>Milestones for the project will be finalized after recruitment, in collaboration with the Health Economics Advisor and SRH Data Analyst.</p>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>Mode of working: The Consultant is expected to work independently but in close collaboration with the Health Economics Advisor and SRH Data Analyst in UNFPA APRO.</p> <p>Feedback: The Consultant is expected to provide regular feedback and progress updates by email and calls to UNFPA APRO.</p>
<p>Supervisory arrangements:</p>	<p>This consultancy will be managed under the overall guidance of the Regional Director and direct supervision of the Health Economics Advisor and SRH Data Analyst in consultation with the Deputy Regional Director.</p>

Expected travel:	No travel is foreseen as part of this consultancy, due to COVID-19 prevention measures in place in the Asia-Pacific region.
Required expertise, qualifications and competencies, including language requirements:	<p>Educational background, including degrees and post-graduate education:</p> <ul style="list-style-type: none"> • Master degree or equivalent in social sciences, public policy, business management or administration, or related specialisations <p>Work experience:</p> <ul style="list-style-type: none"> • Minimum 10 years of relevant experience in programme management and administration, preferably in the context of business relations and/or Corporate Social Responsibility • Previous experience in working with business communities and partners to implement social or health programmes • Previous experience in advocacy and communications related to the implementation of social or health programmes with civil society partners, governments as well as the private sector • Previous experience in implementing and/or promoting Corporate Social Responsibility projects in the private sector <p>Other competencies:</p> <ul style="list-style-type: none"> • Excellent writing skills, analytical skills as well as good computer skills • Good presentation skills • Excellent communication skills in English language, both oral and written
Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:	<p>UNFPA APRO will:</p> <ul style="list-style-type: none"> • Monitor and facilitate the progress of the assignment • Review and provide comments to the deliverables in a timely manner • Facilitate the implementation of activities, including through potential budgetary support if required
Other relevant information or special conditions, if any:	<p>Administrative arrangements: as the assignment will be completed remotely, UNFPA APRO will not facilitate a visa or work permit for Thailand.</p> <p>Basis of payment: Payment of fees will be made on the basis of a daily fee, upon reception of deliverables as identified in the Scope of Work section of this TORs. Applicants are requested to specify in their application their proposed daily rate for this assignment.</p> <p>Schedule of payment: 25% of total Fees for this assignment will be paid after satisfactory reception of the first two deliverables (timeline and plan of activities, and partners engagement plan); 25% will be paid upon selection and initiation of activities with UNFPA country offices (submission of country-specific plans of activities); Final 50% of payment will be made upon completion of the project and submission of final report.</p> <p>Language of reports/publications and other documentation and working language in country of assignment: English</p> <p>Ownership of outputs: The work and all activities performed under this assignment will be the property of UNFPA APRO.</p>

How to apply

Candidates should submit the following documents:

- P11
- CV
- **Motivation letter with the proposed consulting fee for this work**

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 2106 UNFPA APRO**. **The deadline for application is extended from 25 April to 30 April 2021**

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.

Issue date: 19 April 2021