



---

We are pleased to announce the following vacancy:

---

VACANCY NO:	VA JID 2403
CLOSING DATE:	The closing date is Sunday, 04 February 2024, at 17:00 hours Bangkok time
POST TITLE:	SRH in emergencies Consultant- Retainer Contract
CATEGORY:	Individual Consultant contract
DUTY STATION:	Homebased. Mission travel may be required.
DURATION:	February to 31 December 2024

**Purpose of consultancy:**

The Asia-Pacific region is the most prone to disasters in the world and frequently experiences both sudden onset and complex protracted emergencies. In recent years, UNFPA has played a vital role in responding to both natural and man-made disasters, which have become more severe and frequent. In 2023 alone, UNFPA provided humanitarian assistance and response to emergencies and protracted crises in Afghanistan, Bangladesh, DPRK, Indonesia, Iran, Lao PDR, Mongolia, Myanmar, Nepal, Pakistan, Papua New Guinea, Sri Lanka, Timor-Leste, and the Pacific sub-region.

In line with the humanitarian commitments in UNFPA's Strategic Plan 2022 - 2025 and the Asia Pacific Regional Programme 2022-2025, APRO works closely with UNFPA Country Offices and partners to improve efforts on addressing sexual and reproductive health and rights (SRHR), to prevent and respond to gender-based violence (GBV) and to strengthen SRH-GBV integration efforts within emergency preparedness, response and recovery.

Due to the increasing frequency and severity of humanitarian emergencies in the region, the UNFPA Asia Pacific Regional Office's Humanitarian Team requires on-call SRHiE expertise to help support emergency preparedness and response efforts. Between 2018-2023, APRO benefited from two SRHiE Consultants who have supported more than fifteen UNFPA country offices and the Pacific Sub-regional Office in emergency preparedness and/or response and deployed to four emergencies. In 2022, the SRHiE Consultant built capacity through in-country and remote trainings on Menstrual Health and Hygiene in Emergencies (MHHIE) for the Pacific Sub-region and in Mongolia; MISP Assessment, Monitoring and Evaluation and Introduction to MISP Readiness Assessment (MRA) for Country Offices; MISP Readiness Assessment Workshop in Fiji with National Partners; and SRH-GBV integration in Pakistan. The consultant developed regional knowledge products and useful tools including an Advocacy Document for SRH in emergencies, a SRH-GBV Integration Monitoring Checklist, and a training package for MHHIE. In 2023, the SRHiE consultant supported the Pacific surge roster workshop by leading the SRHiE candidates through the technical competencies required and developing a training modules for SRHiE coordination; led the MISP Readiness Assessment (MRA) workshops in FSM, RMI and Bangladesh; supported MRA planning for the Philippines, Pakistan and Nepal; supported the regional MISP TOT workshop in Bangkok; supported the MISP training and humanitarian SOP development/tabletop validation in Bangladesh; developed the draft Adolescent and Youth in emergencies Toolkit; developed the draft MRA Toolkit, and facilitated the production of a MISP champions video.

The consultant did an excellent job of providing timely and quality support, ensuring that APRO fulfilled its commitments to UNFPA country offices in terms of quality and alignment with our mandate and wider humanitarian commitments, as outlined in the Asia Pacific Regional Programme.

For 2024, Country Offices have requested for specific areas of technical support for SRHiE. 17 Country Offices have specifically requested for support to strengthen SRH in emergencies programming; 7 CO's requested support to conduct MISP Readiness Assessments with national partners; 10 CO's requested



support on advancing MHMiE; 13 CO's requested support on disability inclusion in humanitarian settings; and 13 CO's expressed potential support from APRO in conducting an office wide simulation style preparedness and response workshop. Additionally, MISP, including MRA, is identified as the second-highest priority for the majority of Country Offices to focus on in 2024.

### **Objective of the consultancy**

Under the overall guidance and supervision of the Regional Humanitarian Adviser, the SRHiE consultant will provide remote support in both emergency preparedness and response efforts in the region, including but not limited to review of relevant preparedness, disaster risk reduction and climate change related documents; supporting assessment and response planning; review of response-related documents such as fund requests and donor proposals; provide guidance on the SRH needs of affected populations and assist with MISP and reproductive health kit calculations; produce regional knowledge products and toolkits on SRHiE; and support SRHiE training and capacity building on specific topics such as MISP and MRA, MHHiE, clinical management of rape/intimate partner violence based on the updated WHO guidelines, and SRH-GBV integration. The SRHiE consultant will also undertake deployments as needed to support Country Offices in capacity building initiatives and/or humanitarian response.

### **Scope of work:**

The SRHiE consultant will work closely with the Regional Humanitarian Team to support regional preparedness and response efforts to strengthen SRHiE capacity of Country Offices and national partners and visibility of UNFPA's lifesaving work.

Expected outputs include:

- Reviewing emergency preparedness plans and documents to support integration of SRHiE, including country contingency plans, national disaster risk reduction plans, disaster management laws, climate change related documents, or other relevant humanitarian preparedness and response policies and plans;
- Reviewing the SRHiE/MISP components of UNFPA country offices' emergency responses, including but not limited to response plans, MISP calculations, assessments and tools, youth toolkits, Emergency Fund requests, CERF proposals, country situation reports, procurement plans, distribution plans, other project concept notes and proposals etc.;
- Developing SRHiE related toolkits and guidance notes;
- Providing technical and operational guidance to Country Offices on SRHiE-related response efforts remotely or via short deployment;
- Preparing materials for capacity-building/training/advocacy for Asia Pacific Country Offices and partners on the MISP, MHHiE, clinical management of rape/intimate partner violence, SRH-GBV integration, SRHiE coordination, Accountability to Affected Populations, SRH for young people in humanitarian settings, and humanitarian preparedness;
- Support UNFPA Country Offices and partners undertaking and following up on MISP Readiness Assessments;
- Contribute to development of communication and knowledge products, monitoring of activity implementation and quarterly and annual reporting at the regional level;
- Undertake travel to Bangkok (APRO) or other countries within the Asia Pacific region, if needed; and
- Perform any other duties as required by the Regional Humanitarian Adviser.

### **Duration and working schedule:**

February to December 2024

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



- The retainer contract will include up to 90 work days to be utilized over a period of 11 months. There will be no penalty to the consultant nor to the regional office if all days allotted in the contract are not used.)

**Place where services are to be delivered:** Home-based, with possibility for mission travel contingent upon COVID-19 travel restrictions and pending availability of funds. Travel costs will be paid separately and in line with UNFPA's travel policy.

**Delivery dates and how work will be delivered:**

All work will be submitted electronically as it is produced, with revisions made based on feedback prior to final acceptance.

**Monitoring and progress control:**

The SRHiE consultant will work closely with the Regional Humanitarian Advisor, the APRO 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 report to the APRO Regional Humanitarian Advisor.

**Expected travel:**

The assignment is home-based, with possibility for mission travel, pending availability of funds and with the condition that there are no COVID-19 related travel restrictions. Travel costs will be paid separately and in line with UNFPA travel policy.

**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 essential.

**Inputs provided by UNFPA**

Consultant is expected to provide all necessary equipment to produce deliverables. When working home-based, it is expected that the consultant will have access to a computer with sufficient internet connection. APRO will provide office space when the SRHiE consultant is at the Regional Office.

**How to apply:**

Candidates should submit the following documents:



- CV (please provide information about education and work experience in details)
- Motivation Letter

All the above documents must be sent by e-mail to [vac-robangkok@unfpa.org](mailto:vac-robangkok@unfpa.org).

Please quote the Vacancy number JID 2403 UNFPA APRO. The deadline for application is 04 February 2024 at 17:00 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 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: 29 January 2024