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We are pleased to announce the following vacancy:

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VACANCY NO: VA JID 2406  
CLOSING DATE: The closing date is 4 May 2024 at 17:00 hours Bangkok time  
POST TITLE: GBV Case Management Consultant  
CATEGORY: Individual Consultant contract  
DUTY STATION: This consultancy is homebased, but travel on mission to some countries in the Asia Pacific Region such as Nepal, Pakistan, India, Vietnam, and Cambodia may be required.  
DURATION: 100 workdays over the period of May to 30 November 2024.

**Purpose of consultancy:**

The purpose of the International Consultant is to support strengthening of country office and government capacity on GBV case management in line with international standards and guidelines.

**Scope of work:**

Gender-based violence directly affects one in three women globally, but in the Asia Pacific region only a small number of countries have GBV case management systems in place that are in line with international standards and best practices. In 2023 the UNFPA Asia Pacific Regional Office (APRO) built regional familiarity with the Inter-Agency GBV Case Management Guidelines through a series of virtual learning sessions and an in-person workshop which brought together UNFPA GBV staff and government/CSO counterparts from 19 countries. Learning sessions that focused on unpacking the components of establishing an enabling environment for case management systems and services were of considerable interest and usefulness to participants. Participants from this workshop were able to begin identifying the key challenges that hindered their national systems from ensuring quality and sustainable case management systems to survivors.

In 2024, APRO intends to continue this investment in strengthening regional capacity by deepening engagement with stakeholders in five target countries, to facilitate enabling environment dialogs and support development of contextualized action plans with government and CSO counterparts.

Under the overall supervision of the UNFPA APRO GBV Technical Advisor, the consultant will support the following:

Technical Support to COs:

- Development of country specific situational analysis on GBV case management context in five target countries.
- Provide online and in-person facilitation of stakeholder consultations on national GBV case management systems.
- Deliver 3-day in-country Enabling Case Management workshops to cohort of UN, government and CSO stakeholders (5 countries)
- Support COs and workshop participants in development of contextualized action plans (5 countries)
- Provide technical review of country strategies and programmes on GBV case management.

Knowledge Generation and Management:

- Review, revise and supplement APRO's existing Enabling Case Management materials to create a cohesive training package for regional use; support five countries to adapt and contextualize the training package for their environments
- Produce workshop reports including recommendations for operationalization of national action plans (five)
- Compile and review case management guidelines, tools, and procedures from ECM participating countries for establishment of a shared online repository
- Map existing referral pathways in countries in Asia and the Pacific
- Produce GBV Technical Briefs (4) on case management issues identified during workshops

**Duration and working schedule:**

The total duration of the consultancy will be 100 working days between 1 May to 30 November 2024. The selected consultant will develop a workplan in consultation with the UNFPA APRO GBV team.

**Place where services are to be delivered:** APRO and Country Offices, as needed.

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

Basis of payment: Daily rate, to be paid in 2 instalments upon accumulation of 50 working days respectively on the basis of work completed towards deliverables specified below and acceptance by UNFPA APRO. While some of the deliverables have been determined as shown below, there may be additional products or support requested by UNFPA Country Offices that cannot be specified at this stage.

Expected deliverables include, among others:

1. Situational analysis of case management status in five target countries, formulated through online discussions and desk reviews.
2. Final ECM training packages, for regional use as well as adapted versions for five country contexts
3. Delivery and documentation of ECM workshops (5), including recommendations for advocacy and further capacity building.
4. Curated repository of technically appropriate case management materials compiled from APRO COs
5. GBV Technical briefs (4) on case management topics
6. Regional webinar to disseminate ECM package and facilitate experience sharing by five countries
7. Mapping of existing referral pathways in countries in the region

Note that no payment will be made until the corresponding deliverables are formally accepted and approved by UNFPA APRO

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

A work plan/delivery monitoring schedule will be determined by APRO and the Consultant at the outset of the consultancy. A tracking sheet will be used to note progress against the TOR deliverables and deadlines.

**Supervisory arrangements:**

The GBV Case Management consultant will report to the UNFPA APRO GBV Technical Advisor.

**Expected travel:**

Travels to the Regional Office (APRO) and/or UNFPA Country Offices or other venues are expected, with exact dates and duration to be determined based on the need at the time of deployment. Travel expenses will be covered by UNFPA as per Travel policy.

Expected travel (tentative): Nepal, Pakistan, India, Vietnam, and Cambodia for 4 - 5 days each to facilitate case management workshops

**Required expertise, qualifications:**

**Education:**

Master's degree with specialization in areas such as gender, GBV, or social work

**Professional Experience and Required Skills:**

- At least ten years of specialized experience in GBV case management at an international level
- Demonstrated experience in capacity building in GBV case management.
- Demonstrated proficiency in creating GBV guidance/training materials.
- Proficiency in English
- Working experience in the Asia Pacific Region
- Strong writing and documentation skills
- Ability to work within a team structure or in isolation.
- Flexibility for significant travel during specific periods of consultancy
- Strong interpersonal skills and the ability to work within different cultural environments.

**Inputs / services to be provided by UNFPA:**

The consultant will use their personal laptop/computer.

UNFPA APRO will link the consultant to Country Office Gender focal points.

Candidates should submit the following documents:

- CV
- Motivation Letter
- P11

All the above documents must be sent by e-mail to [vac-robangkok@unfpa.org](mailto: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 2406 UNFPA APRO**. **The deadline for application is 4 May 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.*

**Date Issued: 25 April 2024**