

TERMS OF REFERENCE

National consultant for SEARA (Child Protection and Health & Nutrition Session)

CONTRACT MODALITY Individual Consultancy

DUTY STATION Yangon, Myanmar (Remote with travel)

DURATION OF CONTRACT 5 months

Purpose of Assignment

The main purposes of this assignment are to understand the risk of SEA (SEARA) occurring and how the humanitarian response is addressing SEA risks, with a specific focus on the Child Protection, Health & Nutrition Sector in Myanmar. Additionally, the assignment aims to provide findings and recommendations to promote safer projects, and to inform capacity development by the PSEA team, enhancing the appropriate response to and prevention of SEA. The consultant will conduct mixed research (desk review and primary data collection), analyze the results and prioritize SEA risks in Child Protection, Health and Nutrition Sector. The assessment will offer proof to support SEA initiatives that promote safe child protection, health and nutrition service environment for all children. The final report will include recommendations, a risk register, and mitigation measures with practical tools for those sectors.

Scope of Work

1. Desk review
2. Development of inception notes - data collection plan and questionnaires
3. Sharing methodology and sampling procedures with UNICEF for feedback and finalization
4. Primary data collection
5. Analysis main findings
6. Develop SEA Risk Register and Mitigation Plan
7. Draft report to UNICEF
8. Validation of final report
9. Presentation by consultant to UNICEF (PSEA, Child Protection, Health and Nutrition)

Work Assignments Overview	Deliverables/Outputs	Delivery deadline to complete the deliverable
Desk Review & Literature Analysis (incl. meeting)	Main findings and initiating the plan	15 January 2027
Development of questionnaires (incl. consultation)	Questionnaires and primary data collection plan	30 January 2027
Primary Data Collection (Surveys, KIIs, and FGDs)	Data collection	30 April 2027

Data analysis and consultation with UNICEF	Preliminary findings	15 May 2027
Draft Final Report, feedback and final report	Validation of Final Report	25 May 2027
Presentation to UNICEF, Report	Present the results and mitigation plan	30 May 2027

Payment Schedule:

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.

Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- The selected candidate is solely responsible for ensuring that the health insurance (and visa if applicable) required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

- **Education:** Master’s Degree or equivalent Advanced Degree in public health, governance-related, public policy/administration, or another related field.
- **Work Experience:**
 - Minimum five years of experience as a professional in developmental fields, especially in the field of Child protection, PSEA, safeguarding, research, data analysis and report writing.
 - Prior experience of report writing related developmental programme especially in the field of Child protection, PSEA, Safeguarding or International PSEA standards and policies will be an advantage.

- **Skills:**
 - Sound knowledge of working with computers and using Microsoft Office (Word, Excel, Power point)
 - Knowledge and understanding of Myanmar and its development context.
- **Language Requirements:** Strong command of writing and speaking skills in both English and Myanmar languages.
- **Desirables:**
 - Prior sound knowledge and experiences in SEA risk assessment, child protection and/or health & nutrition sector will be an advantage will be desired.
 - Experience working with UN agencies is a plus.