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TERMS OF REFERENCE

Technical Advisor on Child-Sensitive Social Protection and Child Protection.

CONTRACT MODALITY Individual Consultancy

DUTY STATION Nairobi, Kenya based at Office of the Principal Secretary, State Department for Children Services.

DURATION OF CONTRACT 7.5 Months

Purpose of Assignment

To provide technical and advisory support to the Principal Secretary, State Department for Children Services, to strengthen child protection and child-sensitive social protection systems, policies, and programmes, and to advance child related issues in key national and sectoral priorities.

Scope of Work

This advisory assignment will provide high-level strategic support to the Office of the Principal Secretary, State Department for Children Services, to advance Kenya's child-sensitive social protection and child protection agenda and strengthen the systems, policies, institutions, and partnerships required to deliver sustainable results for children and adolescents. The Advisor will serve as a trusted strategic resource to the Principal Secretary, supporting policy dialogue, strategic planning, inter-ministerial collaboration, stakeholder engagement, advocacy, resource mobilization, and informed decision-making on national priorities related to child protection, social protection, and adolescent wellbeing. The assignment will contribute to strengthening governance, institutional coordination, accountability, and the use of evidence to inform policy and programme direction, while supporting the scale-up, integration, and long-term sustainability of key national initiatives, including the Cash Transfer for Orphans and Vulnerable Children (CT-OVC), the Adolescent Cash Plus Programme, the implementation of the Children Act 2022, the National Care Reform Strategy for Children in Kenya (2022–2032), national efforts to end violence against children, and other child-focused social protection and child protection interventions.

The consultancy will focus on the following key areas:

1. Strengthening Child-Sensitive Social Protection Systems

• Support the expansion and institutionalisation of child-sensitive social protection programmes.

• Strengthen adaptive social protection systems to better protect children affected by droughts, floods, displacement, and economic shocks.

• Promote greater integration of child poverty and vulnerability considerations within social protection programmes.

2. Strengthening Child Protection Systems

• Support the State Department for Children Services in implementing the Children Act 2022, including the development and roll-out of regulations, guidelines, standards and operational procedures.

3. Integration of Social Protection and Child Protection

• Support linkages and referral pathways between cash transfer programmes and child protection services.

• Promote integrated approaches to addressing child poverty, violence, neglect, family separation and harmful practices.

4. Policy, Strategy and Legislative Reform

• Provide technical advice on policies, strategies, legislation and guidelines related to child-sensitive social protection and child protection.

• Support alignment with national development priorities and international commitments.

• Promote child-sensitive and gender-responsive approaches across sector policies.

5. Public Finance and Sustainable Financing

• Provide advice on financing gaps and options for expanding the coverage and adequacy of programmes for vulnerable children.

• Provide technical inputs on budgeting, resource mobilisation and public finance reforms.

• Support advocacy for increased and more efficient investment in children.

7. Capacity Development

• Support the State Department for Children Services in strengthening institutional capacity for child-sensitive social protection and child protection programmes.

8. Advocacy

• Support the Principal Secretary in advocating for increased political commitment and investment in childsensitive social protection and child protection.

• Support high-level engagement and strategic communication to elevate child poverty, vulnerability and child protection issues within national development agendas.

• Champion child rights, equity, gender equality, disability inclusion and the Leave No One Behind agenda.

A monthly report must be submitted by the Consultant highlighting the key engagements, activities and results achieved for the past month. This will form the basis of a monthly payment towards achievement of the above deliverables.

Work Assignments Overview	**Deliverables/Outputs**	**Delivery deadline to complete the deliverable**

1.Prepare inception report and workplan	Inception report outlining the consultant's approach, priority advisory areas, stakeholder mapping, coordination arrangements, key risks and mitigation measures, and a results-based workplan covering child-sensitive social protection and child protection priorities for children and adolescents, including orphans and vulnerable children.	26 November 2026
2. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 November 2026
3. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of work.	26 December 2026
4. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 January 2027
5. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 February 2027

6. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 March 2027
7. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 Apryl 2027
8. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 May 2027
9. Monthly report.	Monthly report highlighting key engagements,activities and results achieved for the past month in relation to eight key areas outlined in Scope of Work.	26 June 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

Minimum Qualifications required: Masters in Social Policy, Public Finance, Public Policy, Economics,Development Studies, Public Administration, Child Protection, Development Economics or related field.

Years of Experience/ Knowledge/Expertise/Skills required:

Work Experience:
• Minimum of ten (10) years progressive work experience in child-sensitive social protection, child protection, social policy, public policy, public finance, development economics, poverty and vulnerability analysis, public administration, or related fields, including experience providing strategic technical advice to government institutions.
• Demonstrated experience supporting Governmentled policy, systems-strengthening and reform initiatives.
• Experience supporting the design, implementation,coordination or evaluation of social protection and/or child protection programmes.
• Experience working with national and subnational governments, development partners, UN agencies and other international organizations.
• Demonstrated experience in policy analysis,programme coordination, stakeholder engagement,advocacy and

strategic advisory support.
• Experience in public finance, sustainable financing,resource mobilisation, budgeting, or investment advocacy for social sectors is an asset.

Language Requirements:Fluency in English required.Knowledge of Kiswahili desirable.

Knowledge/Expertise/Skills:
• Strong knowledge of child-sensitive social protection and child protection systems.
• Strong knowledge of Kenya's child protection legal, policy and institutional framework, including the Children Act 2022, or of care reform and violence prevention approaches.
• Understanding of child poverty, vulnerability and social inclusion issues.
• Knowledge of social protection policy, programme design and delivery systems.
• Familiarity with policy development, legislative processes and institutional reform.
• Strong analytical, writing and communication skills.
• Ability to engage effectively with senior government officials, development partners and other stakeholders.
• Evidence generation, policy analysis and translation of evidence into actionable recommendations Strong facilitation, coordination and capacitydevelopment skills.

Desirables:
• Experience working with Government of Kenya ministries, departments and agencies.
• Experience supporting social protection programmes, especially if anchored on vulnerable children and adolescents.
• Experience supporting child protection systems strengthening and inter-sectoral coordination.
• Familiarity with UNICEF programming approaches and child rights-based programming.
• Experience in public finance for children, financing analysis and investment advocacy.
• Experience supporting adolescent-focused programmes, including cash-plus and related social protection initiatives.

Candidates are required to submit a **technical proposal** setting out how they intend to approach the consultancy and deliver the proposed deliverables. They should also submit an accompanying **financial proposal** setting out their daily rate. Candidates should also submit an up-to-date CV that highlights how their experience and expertise aligns with the description of the required consultant, alongside a letter of motivation.
Applicants should submit a technical outlining their understanding of the assignment, proposed approach, methodology, and workplan for delivering the assignment objectives.