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TERMS OF REFERENCE

Consultant for Child-Sensitive ESG Partnerships and Stakeholder Engagement, programme management and practice documentation

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Beijing China & Office based (With Travel)
DURATION OF CONTRACT	**24 Months**

Purpose of Assignment

The purpose of this consultancy is to support UNICEF China in advancing child-sensitive ESG and child-lens investing through partnership development, stakeholder engagement, coordination of capacity-building activities, documentation of good practices, and development of advocacy, event and engagement materials tailored to China's policy, business and sustainable finance context. The consultancy will help position children as a critical stakeholder group in China's evolving ESG, sustainable finance, responsible business, and corporate disclosure work. It will support UNICEF China to engage strategically with investors, financial institutions, listed companies, stock exchanges, ESG data and rating providers, business associations, research institutions, foundations, and relevant policy stakeholders on how business and investment decisions affect children's rights and well-being. The assignment will build on UNICEF China's ongoing work on child rights in ESG disclosure, responsible business conduct, child-lens investing, family-friendly workplaces, care economy, digital protection, climate and just transition, nutrition, disability inclusion, rural children, and business respect for children's rights. It will also help UNICEF China identify practical entry points for integrating child-related considerations into ESG disclosure, responsible investment practices, corporate sustainability strategies, and capital market engagement, with particular attention to China's evolving regulatory and sustainability reporting landscape; and connect child-sensitive ESG with China's policy priorities, including population high-quality development, family support, child-friendly society, childcare services, inclusive growth, and human capital development.

Scope of Work

Under the supervision of the UNICEF China Social Policy Section, and in close collaboration with colleagues working on responsible business and private sector engagement, partnerships, climate, child protection, education, nutrition, communications and monitoring, the consultant will provide strategic and coordination support to advance UNICEF China's child-sensitive ESG, family-friendly policy and child-lens investing workstream. The consultant will focus on partnership development, stakeholder engagement, coordination of capacity-building processes, advocacy and event support, and documentation of good practices, while coordinating closely with a separate technical consultant responsible for child-sensitive ESG analysis, training-material development and training delivery.

Under the supervision of the UNICEF China Social Policy Section, and in close collaboration with colleagues working on responsible business and private sector engagement, partnerships, climate, child protection, education, nutrition, communications, and monitoring, the consultant will provide technical and strategic support to operationalize UNICEF China's child-sensitive ESG, family-friendly policy, and child-lens investing workstream, including coordination and technical support for engagement with international financial institutions (IFIs), multilateral development banks, development finance institutions, and other sustainable finance actors where relevant. The consultant will draw on UNICEF's global Child-Lens Investing Framework(CLIF), Children's Rights and Business Principles(CRBP), United Nations Guiding Principles on Business and Human Rights (UNGPs), responsible

business and human rights guidance and China's National Action Plan of Human Rights, ESG disclosure analysis, and China-specific policy and market developments to support the following areas of work:

1, **Partnership Development and Stakeholder Coordination**

The consultant will support stakeholder mapping, partnership outreach, meeting preparation, relationship management and follow-up with investors, financial institutions, listed companies, stock exchanges, ESG platforms, business associations, foundations, research institutions, development finance actors and relevant policy stakeholders. Technical positions and analytical content will be developed or validated in coordination with UNICEF and the separate technical consultant. Maintain and update stakeholder and partnership maps, engagement pipelines and follow-up trackers; Coordinate inputs from UNICEF colleagues, partners and the separate technical consultant for meetings, capacity-building activities and joint initiatives; Prepare partnership briefs, meeting agendas, stakeholder profiles, speaking points, records of discussion and actionoriented follow-up notes; Identify practical opportunities to integrate children's rights into ESG, responsible business, sustainable finance and corporate engagement platforms.

The consultant will translate agreed technical content into clear, practical and audience-specific partnership and engagement products; the consultant will not be responsible for conducting the underlying child-sensitive ESG analysis.

2. Advocacy and Engagement Materials

The consultant will develop and adapt advocacy, event and engagement materials for UNICEF China's work with investors, stock exchanges, securities associations, research institutes, listed companies, financial institutions, business associations, ESG platforms, foundations and policy stakeholders. Products will draw on technical inputs supplied or validated by UNICEF and the separate technical consultant and will present a clear child-rights and business case for action. Potential products may include talking points, briefing notes, presentation decks, investor-facing summaries, company engagement notes, policy briefs, and short issue papers.

3. Support to Partnerships and Stakeholder Engagement

The consultant will support UNICEF China in preparing for strategic engagement opportunities with Chinese partners and platforms, as well as with global stakeholders and international initiatives. This may include support for meetings, roundtables, policy dialogues, investor briefings, company discussions, ESG forums, responsible business events, and partnership development processes. The consultant will help ensure that UNICEF China's messaging is technically sound, aligned with UNICEF's mandate, and tailored to different audiences, including government-linked institutions, investors, business leaders, chambers, foundations, listed companies, academic experts and sustainability professionals. The consultant will also support UNICEF China to identify and coordinate opportunities for child-lens investing engagement with IFIs, multilateral development banks, development finance institutions, and related sustainable finance

platforms, including by preparing technical inputs, stakeholder mapping, briefing materials, and follow-up notes that link children's rights and well-being to investment, development finance, ESG, and inclusive growth priorities.

4. Capacity Building and Internal Learning

The consultant will coordinate capacity-building activities for UNICEF colleagues and counterparts, including participant and partner liaison, needs gathering, scheduling, agenda development, consolidation of technical inputs, logistical coordination, documentation and follow-up. The separate technical consultant will lead child-sensitive ESG analysis, develop the substantive training materials and conduct the training. The consultant will package and adapt approved materials for different audiences, coordinate internal briefing and learning sessions,

capture participant feedback and agreed actions, and support dissemination and follow-up.

5. Good Practice Documentation and Knowledge Product Coordination

The consultant will coordinate the preparation and packaging of China-focused knowledge products that explain why and how children should be integrated into ESG and sustainable finance. Products will synthesize approved technical inputs from UNICEF and stakeholder perspectives and documented good practices. This may include:

• A concise China child-sensitive ESG briefing product based on approved technical analysis;

• A short, audience-specific child-lens investing engagement paper for China stakeholders;

• Documented good-practice examples from programmes, companies or investors, including lessons learned and implications for partnership and advocacy;

• Short engagement or advocacy notes on selected ESG themes affecting children, drawing on validated technical inputs;

Work Assignments Overview	**Deliverables/Outputs**	**Delivery deadline to complete the deliverable**
Inception, workplan and coordination arrangements	**Deliverable 1** Inception report setting out the methodology, detailed workplan, stakeholder engagement approach, coordination arrangements with UNICEF and the separate technical consultant, and an agreed deliverables schedule	5 Dec 2026
Partnership mapping and engagement planning	**Deliverable 2** Updated stakeholder map and partnership engagement plan covering priority investors, listed companies, ESG platforms, stock exchanges, business associations and development finance actors, with at least four partner briefing notes and documented follow-up actions.	31 Mar 2027

Partnership outreach and stakeholder coordination	**Deliverable 3** Coordination support for priority partnership opportunities, including outreach, meeting agendas, stakeholder profiles, briefing notes, records of discussion and actionoriented follow-up for at least four partner engagements.	30 Jun 2027
Advocacy, event and engagement material	**Deliverable 4** Audience-tailored package based on approved technical inputs, including presentation decks, talking points, partnership briefs, event concepts, invitations or outreach text, moderator questions and post-event communications for at least three priority engagements.	30 Sep 2027
Strategic stakeholder and advocacy-event engagement	**Deliverable 5** Preparation and coordination support for at least four meetings, roundtables, investor dialogues, IFI or development-finance discussions, company engagements or responsible-business events, including stakeholder liaison, briefing materials, meeting documentation and follow-up actions	31 Jan 2028
Capacity-building coordination and internal learning	**Deliverable 6** Coordination of at least two capacity-building or learning activities, including needs gathering, participant and	30 Apr 2028

	partner liaison, agendas, consolidation and packaging of approved technical inputs, logistics, feedback, documentation and follow-up. Substantive child-sensitive ESG analysis, training-material development and training delivery will be undertaken by the separate technical consultant.	
Good-practice documentation and knowledge-product coordination	**Deliverable 7** A coordinated package of Chinafocused knowledge products drawing on approved technical inputs and stakeholder perspectives: a concise childsensitive ESG briefing product; a short child-lens investing engagement paper; documented good-practice examples with lessons and partnership implications; short engagement or advocacy notes on selected ESG themes; and an IFI and development-finance engagement note	31 Aug 2028
Final consolidation and handover	**Deliverable 8** Final report consolidating partnership progress, stakeholder engagement and event results, capacity-building coordination, documented good practices, materials produced, lessons learned, outstanding actions and recommendations for	20 Nov 2028

	follow-up.	

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.
- Contracts are conditional upon the selected candidate's willingness to comply with any current or future vaccination requirements that may be established by UNICEF, where applicable. Failure to comply with applicable vaccination requirements, where required and without an approved medical exemption by UNICEF, may result in the withdrawal of the consultancy offer or termination of the contract in accordance with the General Terms and Conditions of Contract.
- 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 requirements:

Education: Bachelor's Degree in sustainable finance, economics, finance, business administration, public policy, international development, social policy, business and human rights, corporate sustainability, ESG/responsible investment, law, governance, or related fields. (An advanced university degree in a relevant field is desirable and may be considered an asset.)

Work Experience: At least 12 Years with a bachelor's or 10 Years with a Masters

Relevant professional experience in partnership development, stakeholder engagement, advocacy, communications, programme coordination, responsible business, ESG, social policy or international development.

Demonstrated experience coordinating multistakeholder initiatives, capacity-building activities, policy dialogues, roundtables, consultations or advocacy events.

Strong experience developing audience-specific briefing notes, presentations, talking points, event materials, meeting records, case studies or other engagement products.

Experience engaging with government-linked institutions, investors, financial institutions, companies, business associations, foundations, research institutions, development partners or international organizations.

Experience documenting good practices, lessons learned and stakeholder feedback and translating them into concise, practical products.

Experience working in China's policy, business, sustainability, social policy or child-rights context is strongly desirable; previous work with the United Nations or UNICEF is an asset.

Skills: The consultant should demonstrate:

• Strong understanding of ESG disclosure, responsible investment, sustainable finance and corporate sustainability trends;

• Knowledge of child rights, business and human rights, or social dimensions of ESG;

• Ability to translate complex technical topics into clear, audience-specific materials;

• Excellent analytical, drafting and communication skills;

• Strong capacity to prepare high-quality reports, briefs, presentations and training materials;

• Ability to work independently and deliver highquality outputs under agreed timelines;

• Strong stakeholder mapping and engagement skills;

• Sensitivity to UNICEF's mandate, positioning and partnership principles;

• Familiarity with China's policy and business context is an advantage

Language Requirements: Fluency in written and spoken English is required.

Working knowledge of Chinese / Mandarin is highly desirable.

Ability to review Chinese-language policy, ESG, business or investment materials is an advantage

- **Desirables**: Experience with child rights and business, familyfriendly workplaces, care economy, social protection, digital safety, climate and children, nutrition, disability inclusion or rural children.

  Experience with ESG data, corporate disclosure analysis, rating methodologies, listed company research or investor engagement.

  Experience working with Chinese institutions, chambers, companies, financial stakeholders, think tanks or universities.

  Prior work with UNICEF or another UN agency