unicef | for every child

**TERMS OF REFERENCE**

# Individual Consultant for Policy Advice on Child-Sensitive ESG and Global Responsible Business

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| **CONTRACT MODALITY** | Individual Consultancy |
| **DUTY STATION** | Beijing China & Remote (With Travel) |
| **DURATION OF CONTRACT** | 11 Months |

## Purpose of Assignment

The purpose of this consultancy is to provide specialized technical and analytical support to UNICEF China's child-sensitive ESG, responsible business, family-friendly policy and child-lens investing work. The consultant will develop concise, highquality knowledge products; provide technical inputs and policy analysis; prepare a strategic roadmap; and produce government advocacy and policy-briefing materials tailored to China's policy, business and sustainable finance context. The assignment will translate UNICEF frameworks, China-specific evidence and relevant policy and market developments into actionable recommendations for government and other priority stakeholders. It will complement, but remain separate from, partnership coordination, event management and routine stakeholder follow-up functions covered under other arrangements. The technical work will connect children's rights with China's priorities on population high-quality development, family support, child-friendly society, childcare services, inclusive growth, human capital development, responsible business conduct, ESG disclosure and sustainable finance. The consultancy is temporary in nature and deliverable-based. It will be completed within the contract period of 15 November 2026 to 14 October 2027, with payment linked to approved outputs.

## Scope of Work

Scope of Work: Under the supervision of the UNICEF China Social Policy Section, the consultant will provide specialist research, analytical, drafting and strategic advisory support. The assignment will focus on defined technical outputs rather than ongoing partnership management, event coordination or administrative support. The consultant will apply relevant UNICEF frameworks, including the Child-Lens Investing Framework and the Children's Rights and Business Principles, together with the United Nations Guiding Principles on Business and Human Rights, China's National Action Plan of Human Rights, relevant national policy priorities, ESG disclosure evidence, and sustainable finance developments.

1. **Technical Analysis and Strategic Advisory Analyze evidence**, policy developments and practice on child-sensitive ESG, responsible business, family-friendly workplaces, the care economy and child-lens investing. Identify priority issues, evidence gaps and practical entry points for UNICEF China, and translate the findings into decision-oriented advice for engagement with relevant government and government-linked institutions. Develop a three-year strategic roadmap setting out strategic objectives, priority policy and knowledge-product opportunities, sequencing, stakeholder pathways, milestones, risks, resource considerations and recommended next steps. Recommendations will integrate children's rights with economic, social-development and business-case considerations and set out feasible policy options, implementation considerations and advocacy messages.

**2. Policy Advocacy Advisory and Facilitation**

Advise and support UNICEF China in advancing policy advocacy on children's rights through relevant national policy processes, including the National Human Rights Action Plan of China. Facilitate the translation of evidence and UNICEF frameworks into clear policy recommendations, advocacy messages and engagement strategies for relevant government and government-linked institutions. Support the preparation of consultations, technical dialogues and senior-level engagements by identifying policy entry points, stakeholder pathways, implementation considerations and practical follow-up actions, while ensuring alignment with UNICEF's mandate and China's national development priorities.

**3. Capacity Building for Government Officials on Child Rights and Business**

Provide technical advice and support for the design and delivery of capacity-building activities for government officials and government-linked institutions on child rights and business. This will include strengthening relevant business and human rights training programmes, such as those delivered with the China Human Rights Development Foundation, by integrating children's rights perspectives, child-lens investing and child-sensitive ESG. Develop or adapt practical training materials, case studies, presentation content and facilitation guidance that connect international standards and UNICEF frameworks with China's policy and business context. Support training delivery and follow-up by identifying priority learning needs, practical application opportunities and recommendations for institutionalizing a child lens in responsible business, ESG and sustainable finance policies and practices

| Work Assignments Overview | Deliverables/Outputs | Delivery deadline to complete the deliverable |
|---|---|---|
| 1. Technical Analysis and Strategic Advisory | **Deliverable (s)**<br>• One inception workplan including consolidated analytical note and a 3-year strategic roadmap synthesizing evidence, policy and market developments on child-sensitive ESG, responsible business, familyfriendly workplaces, the care economy and child-lens investing, with priority issues, evidence gaps, policy implications and practical entry points for UNICEF China.<br>• Up to two sets of written technical comments on priority documents. | 1 Mar 2027<br>31 Oct 2027 |
| 2. Policy Advocacy Advisory and Facilitatio | **Deliverable (s)**<br>• A policy advocacy and engagement package comprising one policy brief, one concise presentation deck, and a detailed engagement plan for relevant national policy processes, including the National Human Rights Action Plan of China<br>The package will identify detailed policy entry points, stakeholder pathways, feasible policy options, implementation considerations and follow-up actions, and will frame the children's rights, social-development, economic | 31 Aug 2027 |

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| | and business case for action | |
| 3. Capacity Building for Government Officials on Child Rights and Business | **Deliverable (s)**<br>• A capacity-building package for government officials and government-linked institutions comprising a learning-needs assessment, adapted training modules, case studies, presentation materials and facilitation guidance that integrate children's rights, child-lens investing and child-sensitive ESG into business and human rights training, including relevant programmes delivered with the China Human Rights Development Foundation.<br>• Deliver up to two training or technical sessions and submit a completion note summarizing participant feedback, practical application opportunities and recommendations for follow up and institutionalization. | 31 Oct 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.
- 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:** Bachelors Degree in public or social policy, international development, economics, law, governance, business administration, sustainability, finance, or a related field. An advanced university degree in a relevant field is desirable and may be considered an asset
- **Work Experience:** Bachelors: 12 years; Masters: 10 years of relevant professional experience in public or social policy, responsible business, child rights, ESG, sustainable finance, international development, or related fields.

  Demonstrated experience in policy research and preparation of analytical products, strategic roadmaps, policy briefs, advocacy or senior-level briefing materials.

  Experience supporting government or institutional engagement, including policy dialogue, advocacy or capacity building.

  Knowledge of child rights and business, child-sensitive ESG, child-lens investing, family-friendly workplaces, the care economy, or sustainable finance.
- **Skills:** Strong understanding of ESG, 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 analytical reports, knowledge products, policy briefs, senior-level briefing materials and strategic roadmaps;

Ability to work independently and deliver high-quality outputs under agreed timelines;

Strong policy research, synthesis and strategic planning 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:** Prior experience of working with United Nations or other development organizations in China