**VACANCY ANNOUNCEMENT**

 **FOR INDIVIDUAL CONSULTANT**

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| **Official Job Title:** | **Consultant for the SRH/GBV Integration programme coordination** |
| **Duty Station** | **Lebanon, UNFPA Office** |
| **Hiring Office** | **UNFPA Lebanon** |
| **Grade (Classified)** | **NOB**  |
| **Vacancy Ref #** | **UNFPA/LBN/2022/006** |
| **Duration** | **2 months and half** |
| **Start-up Date** | **15 October to 30 December, 2022**  |

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| **TERMS OF REFERENCE** **Development of GBV-SRH Integrated Training Guide** |
| Purpose of consultancy: | UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA works towards achieving the three transformative results: end preventable maternal deaths, end unmet need for family planning and end gender-based violence and harmful practices. Within its context of work in Lebanon, and as part of its mandate, The Consultant will contribute to the implementation of UNFPA activities related to the GBV/SRH integration package adopted under several projects/interventions. He/she will be responsible for setting up and the effective and efficient day-to-day management of the project(s) especially ‘Provision of Lifesaving, Integrated Services on Sexual and Reproductive Health and Gender-Based Violence in Lebanon’ funded by ECHO ensuring fluid communication between all involved partners and stakeholders |
| Scope of work:*(Description of services, activities, or outputs)* | The consultant will work closely with UNFPA to carry out the following tasks:1. Ensure conduction of assessment and document level of integration and develop capacity building plans for PHCs;
2. Prepare an action plan with a timeline of activities to be carried out under this consultancy for project implementation of integrated approach;
3. Work closely with colleague to ensure the communication plan is implemented;
4. Organize and support field and monitoring visits;
5. Convene partners steering committee meeting (at least one);
6. Compiling and maintaining reports and minutes of meetings as well as follow up on implementation of actions agreed upon; and ensuring financial and narrative reports are received from IPs in a timely manner;
7. Assisting in various activities such as budget monitoring and in meetings with Management;
8. Develop a procurement plan and distribution plan in line with project requirements and coordinate with operations and programme for implementation, distribution and PDMs.
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| Duration working schedule: | **2 months and half (15th October-30th December)**  |
| Place where services are to be delivered: | Lebanon  |
| Delivery dates and how work will be delivered (*e.g.* electronic, hard copy etc.): | All deliverables will be submitted electronically in English  |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | The consultant will deliver the tasks based on milestones and deliverables agreed upon and reflected in the contract terms. These deliverables include reporting requirements as well as a timeline.  |
| Supervisory arrangements:  | The consultant will work under the guidance of Humanitarian coordinator in close collaboration with the Specialists and under the overall coordination of the Head of office  |
| Expected travel: | NA |
| Required expertise, qualifications and competencies, including language requirements: | The Consultant should fulfil the following requirements: **Education**: Master’s degree in public health, gender studies, sociology/anthropology, social sciences or other relevant specialty. **Experience:** * At least 5 years of extensive experiences in conducting assessment, research and development of training material/packages
* Extensive experience and knowledge in the fields of SRH and GBV is essential
* Knowledge of the Lebanese health system is an asset
* Working with international organizations/ UN agencies/ donors is an asset.
* Previous experience with ECHO or EU funding is an advantage
* Experience in humanitarian /emergency contexts including familiarity with humanitarian related resources and material is an asset
* Programme management and result based intervention desirable
* Excellent Arabic and English spoken and written skills
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| Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable: | * Relevant documents
* Continuous guidance
* Transportation to field location
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| Other relevant information or special conditions, if any: | N/A |
| Signature of Requesting Officer in Hiring Office: Date: September 20, 2022 |
| Application process and deadline Interested candidates may apply online by providing: * Most updated CV
* Updated P11 (click [here](https://www.unfpa.org/resources/p11-un-personal-history-form))
* Submit sample of similar work/consultancy output with similar scope
* Cover letter mentioning the relevance of past/current experience with the requirements of the consultancy
* Mention in the email subject the post title and number

The above documents must be sent to bids\_lbn@unfpa.org  by no later than 30 September 2022Candidates who fail to submit the required documents above will not be considered for review. UNFPA Lebanon will only be responsible to respond to those applicants submitting the required documents above and in which there is further interest. ONLY individual consultants, not companies, are eligible to apply.Candidates assessed by the panel and considered to be eligible for the appointment but who are not selected for this vacant post may be offered an assignment to another position at the same/lower grade provided that they meet the minimum qualifications required. |