

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Iran Country Office
Purpose of consultancy:	<p>UNFPA Iran Country Office implements the 6th Country Programme (2017 – 2021) with a commitment to supporting the Ministry of Health and Medical Education (MOHME) under the Outcome 1: Sexual Reproductive Health Services; Output 1: Increased capacity of national institutions to develop evidence-based policies and action plans for high-quality integrated sexual and reproductive health services for women and men, with a focus on at-risk populations, including in disaster and emergency settings.</p> <p>In line with the safe motherhood strategy and national HIV/AIDS strategic plan of the MOHME, UNFPA engagements will aim at sustaining the country's achievement on maternal health by advocating for high quality maternal services, prevention of high risk pregnancies, and strengthening the midwifery work force, thereby averting preventable maternal deaths and reducing maternal morbidities. In addition, UNFPA will support the improvement of national programmes through research and financial analysis in sexual and reproductive health and HIV/AIDS in order to advocate for costed integrated national sexual and reproductive health action plans, as described in the health transformation plan.</p> <p>The Programme will improve reproductive health through advocacy and policy dialogue and technical support for: (a) generating evidence to identify and address inequality that informs reproductive health policies and strategies; (b) institutionalizing maternal death surveillance and response, and supporting a system to identify and reduce near-miss cases and maternal morbidity; (c) enhancing midwifery policies; (d) supporting the national HIV/sexually transmitted infections programme through technical support to surveillance and elimination of mother-to-child transmission; and (e) developing emergency preparedness plans that include provision of the Minimum Initial Service Package for reproductive health in disasters and emergencies.</p> <p>Given the current shortfall of technical staff at the Country Office to manage and monitor the implementation of the Outcome 1 and Output 1 of the 6th Country Programme during this interim period, a National Consultant - Reproductive Health is being sought to fill the gap and ensure continuity and successful implementation of the Programme.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The main functions of the National Consultant – Reproductive Health are to ensure results and evidence-based high quality delivery of the Outcome 1, Output 1 of the Country Programme including advocacy, policy dialogue and resource mobilization in the area of Sexual Reproductive Health.</p> <p>Main tasks:</p> <ul style="list-style-type: none"> ▪ Ensure effective programme and financial management, monitoring and reporting of Work Plans under IRN06SRH; ▪ Prepare and timely submit quarterly and annual programme and financial reports; ▪ Contribute to resource mobilization, including to preparation of project proposals on SRH submit it to donors, foundations and relevant UNFPA offices for funding, as requested; ▪ Provide technical input to Implementing Partners for activities related to Work Plans of IRN06SRH; ▪ Oversee the development of “roadmap to develop the national strategic plan to prevent preventable maternal deaths” including in emergencies; ▪ Oversee the development of action plan for the policy document to promote natural delivery with a focus on respectful maternal care; ▪ Oversee the consolidation of available material regarding Islamic views on HIV prevention, including follow up on the Indonesia study tour; ▪ Provide technical support and advocacy to youth –oriented programmes through development of culturally sensitive models for HIV prevention in adolescents and implementation; ▪ Oversee the formulation of guidelines and comprehensive service package and phased implementation of mobile SRH/HIV services for female key populations; ▪ Coordinate nationwide workshop to roll-out the developed guidelines and build the capacity of MOHME staff for HIV counselling, testing and provision of support services to population at risk of HIV; ▪ Take the lead and coordinate with stakeholders on the Disease Control Priorities for reproductive and maternal health; ▪ Oversee population based situation analysis in Kermanshan – integrated psycho-social

	<p>maternal and reproductive health services in national emergency risk management;</p> <ul style="list-style-type: none"> ▪ Oversee the development of Reproductive Health documents of I.R. Iran being carried out by international and national consultants; ▪ Coordinate with Health Economist Advisor of UNFPA Regional Office in Bangkok and an international consultant to develop and finalize a costed Comprehensive Package of Sexual and Maternal Health Services including populations in vulnerable situations and in emergencies. ▪ Take the lead to finalize Midwifery Profile for the I.R. Iran and organizing the celebration of the 100th Year of Midwifery in I.R. Iran; ▪ Take the lead in the development and implementation of campaign on sexual reproductive health and HIV prevention among out of school youths. ▪ Provide technical support to advocacy activities for prevention of HIV among adolescents; ▪ Act as the focal point for HIV/AIDS and STIs in Joint United Nations Team on AIDS (JUNTA) and identify areas for UNFPA to work; ▪ Participate in relevant working groups/task forces within the UN, as well as in working groups/task forces with partners, such as the United Nations Development Assistance Framework's Health Group, as requested; ▪ Represent UNFPA in inter-agency meetings to identify areas for joint programming/ collaboration and prepare project documents as necessary; ▪ Perform other tasks as required by the Representative and the office.
Duration and working schedule:	Six months (01 December 2018 – 30 May 2019) with possible extension
Place where services are to be delivered:	UNFPA Iran Country Office, Tehran, with some field missions, if deem necessary
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>Under the supervision and guidance of the UNFPA Representative with assistance from Programme Coordinator, Programme Assistant, other office colleagues, and working closely with relevant implementing partners, the National Consultant – Reproductive Health will take the lead in:</p> <ul style="list-style-type: none"> ▪ developing 2019 Work Plans under IRN06SRH by 31 December 2018; ▪ reviewing and finalizing the Annual Progress and Financial Reports of IRN06SRH by 15 January 2019; ▪ uploading the Work Plan results onto UNFPA online system MyResult SIS by 15 January 2019; ▪ finalizing the work plan on Campaign on sexual reproductive health and HIV prevention among marginalize adolescents and youth by 31 December 2018; ▪ monitoring the progress of situation analysis of MMR in four provinces, Khuzestan, Khorasan, Hormozgan, and Sistan Balouchestan, and development of action plan to address challenges identified through the assessment (May 2019); ▪ updating regularly the progress of other on-going priority activities as noted above to the Representative and the office.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The incumbent is required to report to the Representative on the progress of work in line with above tasks, following formats and required as provided by the office and the implementing partners.
Supervisory arrangements:	The National Consultant – Reproductive Health is under the direct supervision of the UNFPA Representative and work closely with other country office colleagues and concerned implementing partners of IRN06SRH.
Expected travel:	Some travels to UNFPA priority provinces. UN DSA rates and travel arrangement will be applied.
Required expertise, qualifications and competencies, including language requirements:	<p><u>ESSENTIAL QUALIFICATIONS AND EXPERIENCE:</u></p> <ol style="list-style-type: none"> I. Values: Exemplifying integrity; Demonstrating commitment to UNFPA and the UN system; Embracing cultural diversity; Embracing change; II. Core Competencies: Achieving results; Being accountable; Developing and applying professional expertise/business acumen; Thinking analytically and strategically; Working in teams/managing ourselves and our relationships, Communicating for impact;

	<p>III. Required Skillset:</p> <ul style="list-style-type: none"> • Advocacy/advancing a policy-oriented agenda; • Leveraging the resources of national governments and partners/building strategic alliances and partnerships; • Resource Mobilization • Results-Based Programme Development and Management • Innovation and Marketing of New Approaches <p><u>QUALIFICATIONS AND EXPERIENCE:</u></p> <p>Education:</p> <ul style="list-style-type: none"> • Advanced Degree in Medicine, Public Health, Reproductive Health, Social Sciences or other related field. <p>Experience:</p> <ul style="list-style-type: none"> • Minimum 5 years of relevant experience working in progressively responsible positions related to sexual and reproductive health in I.R. Iran • Experience in implementing and managing reproductive health programs. • Good understanding of health systems and structure of the I.R. Iran • Ability to work in a multi-disciplinary team, in coordination with other related departments and organizations to achieve RMNCAH objectives. • Strong communication, analytical and report writing skills • Good communication and interpersonal skills. • Excellent proved capacity to work with national counterparts respecting cultural values and national context. <p>Languages:</p> <ul style="list-style-type: none"> • Fluency in English is required;
How to apply:	Applicants with the required qualifications and experience should submit a copy of Curriculum Vitae (CV) and Motivation Letter to UNFPA registry at iran.office@unfpa.org
Closing date:	15 November 2018 (17:00 p.m local time)
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	The incumbent will receive the benefits in line with UNFPA existing standards of Service Band 4. S/he will be seated at UNFPA Country Office with routine connections with the implementing partners.