

**Vacancy Notice No. IC/2019- 006 (Extension)**  
**Terms of Reference**

<b>Assignment Title:</b>	<b>International Consultant in Sample Design for a survey on Women’s life experience in Myanmar</b>
<b>Number of Posts:</b>	<b>1 Consultant</b>
<b>Duration:</b>	<b>10 working days</b>
<b>Duty Station:</b>	<b>Central Statistical Organization, Nay Pyi Taw</b>
<b>Closing Date for Application:</b>	<b>28 October 2019 (5 pm Yangon Time)</b>
<b>Starting date of Assignment:</b>	<b>December 2019</b>

**1. PURPOSE OF CONSULTANCY**

The Government of Myanmar, through the Department of Social Welfare (DSW) in the Ministry of Social Welfare, Relief and Rehabilitation, and the Central Statistical Organization (CSO) will conduct a national survey on women’s life experiences in Myanmar in early 2020. DSW is responsible for the overall coordination while CSO is responsible for the technical execution of the quantitative part of the survey. The qualitative part of the survey will be implemented by the Gender Equality Network (GEN). UNFPA is providing technical support and funding is from the Government of Australia.

**2. SUPERVISION AND WORKING ARRANGEMENT**

The consultant will work under the overall guidance of the Representative of UNFPA Myanmar, with day-to-day supervision of the Technical Specialists (P&D and Gender Policy).

**3. SCOPE OF WORK AND EXPECTED DELIVERABLES**

The objective of the assignment is to support national counterparts to develop a nationally representative sample for a household survey on Women’s Life Experiences in Myanmar. The sample will be based on the sampling frame from the 2014 Myanmar Population and Housing Census, and will be guided by the ethical considerations developed for the WHO methodology for the implementation of such surveys. The sample will cover all States/Regions in Myanmar and will include stratification by location (rural/urban) and other socio-economic attributes relevant to the context of Myanmar.

The assignment will also include capacity building in sampling methodologies for national counterparts. Specifically, the assignment will include the following:

1. Review of background documents related to the WHO methodology and UNSD Guidelines for undertaking surveys of this nature. This includes review of sample designs from similar surveys undertaken in other countries and the draft survey questionnaire, and kNOwVAWdata guidelines on sampling for VAW studies
2. Provide training in sampling methodologies for CSO staff and other stakeholders, with a focus on methodologies relevant to the violence against women (“women’s life experiences”) survey
3. Develop a sampling plan and design a multi-stage sample selection for the survey; and discuss/agree these this with stakeholders
4. Develop a plan for household listing and provide guidelines and tools for undertaking the household listing
5. Develop guidelines for second stage sample selection and agree these with stakeholders
6. Calculate sampling weights and provide training to counterpart in sampling weights calculation (including weighting for number of eligible women per household).

#### **4. DELIVERY DATES AND HOW WORK WILL BE DELIVERED**

The consultancy will be for a duration of 10 working days in December 2019. The following is the indicative schedule:

Week 1:

- i. Review of background documents
- ii. Consultations with UNFPA, CSO, DSW, GEN
- iii. Training in sampling (methodologies, selection, calculation of weights, etc)
- iv. Draft sample plan and multi-stage sample design

Week 2:

- i. First stage sample selection
- ii. Plan for household listing and guidelines for listing
- iii. Guidelines for second stage sample selection
- iv. Setting up guidelines for calculation of sample weights

The Consultant is expected to prepare and submit the following key deliverables:

- Electronic versions of all sample designs, guidelines and training materials in English language and in electronic format

#### **5. MONITORING AND PROGRESS CONTROL**

The Consultant will have regular meetings with the CSO, as well as the UNFPA Technical Team. The consultant will provide regular updates to UNFPA management on progress.



## 6. QUALIFICATIONS AND EXPERIENCE

- Advanced degree in statistics, demography or related field
- Knowledge of statistical packages for data analysis
- At least 5 years of demonstrable experience in developing complex sample designs for large-scale household surveys, including calculation of normalized sample weights.
- Strong analytical and presentation skills;
- Demonstrable understanding of the complexities of (sampling in) the conflict situations;
- Demonstrable experience in capacity building for national teams and counterparts
- Dedication and belief in upholding the highest ethical standards and respect for data confidentiality;
- Creativity, adaptability and ability to work with people from different socio-cultural backgrounds and across different managerial levels
- Desirable: Familiarity with the socio-political and geographical contexts of Myanmar

## 7. PAYMENT SCHEDULE

Payment will be made on a lumpsum basis upon satisfactory completion of the assignment and submission of all deliverables.

Terms and conditions will be in accordance with UN contract procedures. Remuneration will be based on years of work experience in the relevant field and standard rates for UN consultancy.

## HOW TO APPLY

Applicants with the required qualifications and experience should submit a written letter of application, a copy of curriculum vitae (CV), completed UN P11 form (<http://myanmar.unfpa.org/en/vacancies/un-p11-personal-history-form>) relevant education certificates and the names and contact information of three references.

Applications should be addressed to UNFPA Representative and to be sent to

Email: [hr.myanmar@unfpa.org](mailto:hr.myanmar@unfpa.org)

Attention: International Operations Manager, Room A07, UNFPA, No.6, Natmauk Road, Yangon.