

## Vacancy Notice No. IC/2020- 002

### Terms of Reference

<b>Assignment Title:</b>	<b>National Senior Consultant for Stakeholder Mapping and Analysis for Southern Shan</b>
<b>Number of Posts:</b>	<b>1 Consultant</b>
<b>Duration:</b>	<b>Estimated working days - maximum 50 days</b>
<b>Duty Station:</b>	<b>Home-based with possible travel to Southern Shan State and Field Offices of UNFPA</b>
<b>Closing Date for Application:</b>	<b>22 May 2020 (5 pm Yangon Time)</b>
<b>Starting date of Assignment:</b>	<b>June 2020 (as soon as possible)</b>

#### 1. 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's new strategic plan (2018-2021), focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices. In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

UNFPA's Fourth Country Programme Document (2018-2022) for Myanmar was approved by the Executive Board in September 2017. The Programme focuses on three key areas of intervention 1) sexual and reproductive health) 2) gender equality and women's empowerment and 3) population dynamics. The proposed Country Programme is aligned with new UNFPA's Strategic Plan (2018-2021) and the first United Nations Development Assistance Framework (2018-2021). Youth and adolescents as well as gender equality and related human rights, are mainstreamed throughout the programme. UNFPA has partnerships with the government departments, UN agencies, INGOs and local NGOs, foundations and research institutions. UNFPA has a presence in a number of priority states/regions, integrating development, peace building and humanitarian spectrums.

UNFPA has also launched the second phase of the "Women and Girls First" Programme (2019-2022), which is a large multi-year, multi-donor initiative, that provides knowledge and technical leadership in partnership with civil society organizations and a wide range of national stakeholders to advance: gender equality, improving sexual and reproductive health and rights (SRHR) services, responding to and preventing gender based violence (GBV) and integrating of Mental Health and Psychosocial Support (MHPSS).



UNFPA seeks a consultant to conduct a Stakeholder Mapping and Gaps Analysis, which will give UNFPA Myanmar a better understanding of existing partners and their interventions in order to avoid overlaps or duplication and most importantly to identify a) where it should focus its intervention, b) how to best implement project activities, in accordance with the WGF programme document, and c) its role should be in the landscape and strategic partners to increase our leverage.

This exercise will provide UNFPA with information that can help create a platform for long term joint planning. Given the limited access to certain locations and current travel restrictions, the preliminary focus for this exercise will be on the 3 target townships include Laihka, Mwakmai and Namsang, where UNFPA intends to start implementation of the WGF programme supported by the SDC Humanitarian Aid Fund, and secondary focus will be on the additional 4 townships to identify possible option for expansion of the programme at a later stage.

## **2. SUPERVISION AND WORKING ARRANGEMENT**

The consultant will report directly to the WGF Programme Specialist based in Yangon. The consultant will use his/her own laptop.

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

UNFPA will seek to engage a consultant to carry out stakeholder mapping of all stakeholders (INGOs, local NGOs, EHOs and CSOs private sector, and government departments) in the target townships supporting Protection and Health interventions to find out who is doing what, how, and where. The focus will be on existing interventions and/or investment in the areas of SRHR, GBV and MHPSS but will also look at completed projects that were implemented in the last 2 years to identifying lessons learnt. The study will detail all type project activities, partnerships and precise geographical locations of intervention from each organization.

Specific objectives of the stakeholder mapping and gaps analysis

- a) Identify key civil society, government, EHOs and private sector stakeholders that impact on sexual and reproductive health services, gender-based violence prevention and response and mental health and psychosocial support;
- b) clarify the stakeholders' interests/goals/objectives and categorize them based on their interest;
- c) map where the different stakeholders' activities are located geographically and if possible; and
- d) map government departments (State and target townships) and government plans
- e) explore the relationship between the different stakeholders
- f) map current service provision of GBV, SRHR and MHPSS services provided by key stakeholders, identify gaps and possible overlap
- g) review Protection and Health related (SRHR and MHPSS) programmes implemented in target townships and identify lessons learnt

Given the current restrictions in place due to the COVID outbreak in Myanmar meetings and interviews will take place by phone and through online video calls. If feasible, UNFPA will plan



small meetings (up to 5 people as per current government guidelines) taking into account social distancing to gather further information. A validation session to share the findings will be held with a core group of stakeholders including government partners, (I)NGOs, CSO and EHOs.

#### **4. DURATION AND WORKING SCHEDULE**

Estimated working days – maximum 50 days (June – October 2020)

#### **5. Delivery dates and how work will be delivered:**

The senior consultant will work together with another consultant and working from home with possible travel to Southern Shan State and to UNFPA Field Offices.

Expected is that the majority of the data collection can be done remotely, through desk research, phone interviews and possibly video conferences with key partners working in Taunggyi. Depending on how the current COVID outbreak will develop fieldwork will take place.

Tentatively the planning is as follows:

End of June	inception report,
July	desk research, data, and information gathering
August:	potential fieldwork, (small) meetings and validation of data and information gathered, report writing
1 September	first draft report available
1 October	submission of final report

#### **6. MONITORING AND PROGRESS CONTROL**

The senior consultant will work under the direct supervision of the WGF Programme Specialist based in Yangon and coordinating closely with the GBV/GE Specialist, Humanitarian Response Specialist.

#### **PAYMENT SCHEDULE**

40% upon delivery of inception report (30 June 2020)  
60% upon delivery of final report (1 October 2020)

#### **7. QUALIFICATIONS AND EXPERIENCE**

##### **Education:**

Advanced University Degree in public health, social science, demography, gender, or other related field.

## Knowledge and Experience

- 5 years of increasingly responsible professional experience
- Significant knowledge and experience in conducting gaps analysis, concepts and approaches
- Good knowledge of the UN system, national programmes, principles of aid effectiveness, and awareness of the role of UN civil society partners at regional and national levels
- Excellent consultation and involvement skills
- Sound understanding of the Human Rights Based Approach to development
- Considerable experience working on humanitarian and development issues in complex settings
- Experience in data collection in both development and humanitarian contexts
- Solid understanding of gender-based violence and sexual and reproductive health issues in Myanmar
- Strong quantitative and qualitative data collection and analysis skills
- Prior experience working in Southern Shan State is preferable
- Excellent analytical and communication skills
- Excellent writing and reporting skills

## Languages:

Language skills in English, and Burmese, language skills in additional local languages preferred.

## HOW TO APPLY

Applicants with the required qualifications and experience should submit the application, which includes following documents:

- 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

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

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

**Application have to be written in English with clear indication for the vacancy number and consultancy title to be referred in the email “Subject Line”.**

## Note:

UNFPA reserves the right to offer comparable positions to those qualified candidates that may not have been selected for the position which they applied for. These offers will be based on the needs of the organization, appropriateness and relevance to the candidate’s educational backgrounds and work experience.



Only those candidates in whose qualifications and experience the Office has further interest will be contacted for subsequent interviews. UNFPA practice relating to recruitment prohibits hiring of persons currently engaged in Government service or who have left Government service during the past 6 months.

- (i) This vacancy is open to applicants of either sex.**
- (ii) UNFPA provides equal opportunities to all citizens in Myanmar. The conditions governing employment are defined in the Staff Regulations and Staff Rules of UNFPA.**
- (iii) There is no application, processing or other fee at any stage of the application process.**
- (iv) UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.**
- (v) UNFPA regrets its inability to reply individually or to attend to telephone queries on the above advertised post.**