



**Vacancy Notice No. IC/2022- 004**  
**Terms of Reference**

<b>Assignment Title:</b>	<b>National Consultant for Lesbian, Gay, Bisexual, Transgender, Queer, Intersex (LGBTQI) Inclusion</b>
<b>Number of Posts:</b>	<b>One Assignment</b>
<b>Duration:</b>	<b>11 months, part-time basis (Total maximum of 120 days)</b>
<b>Duty Station:</b>	<b>Home-based</b>
<b>Closing Date for Application:</b>	<b>30 May 2022 (5 pm Yangon Time)</b>
<b>Starting date of Assignment:</b>	<b>As soon as possible</b>

**1. PURPOSE OF CONSULTANCY**

The executive board approved the UNFPA’s Fourth Country programme document (2018-2022) for Myanmar in September 2017. The Programme focuses on three key areas of intervention 1) sexual and reproductive health, empowerment and 3) population dynamics. UNFPA has partnerships 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. Emergency preparedness and humanitarian assistance are integrated in Myanmar and are an important aspect in its proposed fourth country programme (2018-2022). UNFPA, in line with its global strategy, contributes to strengthening national capacity to provide sexual and reproductive health services, gender based violence (GBV) prevention and response and the use of population and rights based data in humanitarian settings.

UNFPA will expand its programs for LGBTQI community in Myanmar and ensure existing programs are inclusive of the LGBTQI community. UNFPA will also ensure its staff members are aware of the diverse nature of Sexual Orientation, Gender identity and Expression (SOGIE) and will do the same for its partner organizations as well. With more focus on inclusive programming, UNFPA is seeking a national consultant to work with the international consultant on LGBTQI to ensure that LGBTQI inclusivity is mainstreamed across all programmatic areas.

The consultant works on a Sensitivity Guideline that can be used as a document referenced to ensure the service providers are sensitive to the diverse and complex nature and needs of the LGBTQI community. The consultant ensures UNFPA and its partners are trained on SOGIE to ensure inclusivity is mainstreamed across all levels of programming and service provision.

**2. SUPERVISION AND WORKING ARRANGEMENT**

The Consultant will work under direct supervision of the Gender Equality/GBV Programme



Specialist. The Consultant is expected to provide regular updates on the assigned tasks at least on bi-weekly basis through call or by e-mail to the supervisor.

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

The consultant will assist UNFPA Myanmar Country Office in strengthening LGBTQI inclusion and building capacity of UNFPA staff and partners by providing technical support through the facilitation of a series of workshops, discussion and sharing of good practices/technical resources, etc..

#### ***Capacity-building and programme sensitisation for UNFPA staff***

Assist in the development and facilitation of LGBTQIA+ related capacity-building and awareness-raising trainings for UNFPA staff according to project/programming needs. Areas include:

- o Gender-based violence
- o Mental and Psychosocial Health
- o Sexual and Reproductive Health Rights
- o Prevention of Sexual Exploitation and Abuse
- o Humanitarian, emergency, recovery and resilience work
- Identify new areas where assistance is required in ongoing UNFPA programming
- Participate in programmatic reviews and report writing
- Produce brief post-training report identifying any challenges or issues and making recommendations for future steps (i.e. what topics require more explanation; what topics were participants particularly interested in etc.)
- Translate best-practice sensitisation tool kit into Burmese language and develop training package
- Co-ordinate celebration/acknowledgement of international days regarding LGBTQIA+ people

#### ***Partnerships and project development***

- Assist in the development and facilitation of LGBTQIA+ related capacity-building and awareness-raising trainings for UNFPA partners
- Assist in the establishment of new partnerships with Myanmar civil society organisations working on LGBTQIA+ issues
- Assist in the proposal development for new projects with both existing and new partners including participatory brain-storming sessions
- Contribute to monitoring and evaluation of LGBTQIA+-related programming and projects
- Assist in partnership management with relevant team members

#### ***Inter-agency and regional collaboration***

- Contribute to resource-sharing, co-ordination and capacity building with other Myanmar-based UN agencies, coordinating bodies and INGO where relevant and necessary
- Contribute to resource-sharing, co-ordination and capacity building of other UNFPA offices in the Asia Pacific region and other tasks as determined by relevant supervisors

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

The Consultant will be engaged on part-time basis home based for a total maximum of 120 working days between July 2022 to May 2023. The Consultant is required to prepare monthly work plan for his/her supervisor's prior approval. In addition to maintaining deadlines for the key assigned tasks as agreed with the supervisor, the consultant will provide monthly progress reports outlining achievements and recommendations.



## 5. MONITORING AND PROGRESS CONTROL

The Consultant will work under direct supervision of the Gender Equality/GBV Programme Specialist. The Consultant is expected to provide regular updates on the assigned tasks at least on bi-weekly basis through call or by e-mail to the supervisor.

## 6. QUALIFICATIONS AND EXPERIENCE

### *Knowledge and Experience*

- Advanced university degree in social work and/or other related social science discipline, medical science, gender, development and humanitarian studies or Bachelor degree with minimum of 2 years of relevant professional experiences.
- Minimum two years of relevant professional experience in the field related to LGBTQIA+ with experience in programme/project management for those with advanced university degree, and minimum four years for those with bachelor degree
- Experience of addressing/integrating gender, SOGIESC, mental health and psychosocial support and/or sexual and reproductive health and rights issues in Myanmar
- Experience of working with capacity building of CSOs and NGOs is desirable
- Experience working with vulnerable communities is desirable.
- Strong commitment to the mandate of the UN and UNFPA in Myanmar
- Knowledge and understanding of conflict sensitivity and “do no harm” approach is an asset

### *Core competency*

- Ability to work within a team structure while also independent and able to take action without close supervision
- Strong interpersonal skills and the ability to work within different cultural environments
- Excellent verbal and writing skills in English are required
- Being accountable
- Developing and applying professional expertise/business acumen
- Thinking analytically and strategically
- Demonstrated flexibility, creativity and being up-to-date with best practice around LGBTQIA+ issues in Myanmar and inclusivity
- Communicating for impact

## 7. PAYMENT SCHEDULE

- Payment Schedule: Monthly basis on the actual working days at the end of each month upon submission of Certification of payment (COP), monthly report and a tracking sheet.
- Terms and conditions will be in accordance with UN individual consultant (ICs) procedures.

## HOW TO APPLY

Applicants with the required qualifications and experience should submit the application by completing the google form in below link.

[https://docs.google.com/forms/d/e/1FAIpQLSd7F29QHj4cd7vF\\_tK1upTh3H4xcwyrVqv\\_yUYmtYSwBMndPA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSd7F29QHj4cd7vF_tK1upTh3H4xcwyrVqv_yUYmtYSwBMndPA/viewform?usp=sf_link)



**Note:**

UNFPA reserves the right to offer comparable assignment to those qualified candidates that may not have been selected for this consultancy assignment 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.

(i) This vacancy is open to applicants of either sex.

(ii) There is no application, processing or other fee at any stage of the application process.

(iii) 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.

(iv) UNFPA regrets its inability to reply individually or to attend to telephone queries on the above advertised post.