

**TERMS OF REFERENCE FOR MONOSHEBA PROJECT**

**(Individual Consultant)**

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| **National Consultant to support Monosheba Project** | |
| **Hiring Office:** | Country Office of UNFPA Bangladesh |
| **Background and Purpose of the assignment** | The purpose of this consultancy is to help the Gender Unit in the country office to implement “**Monosheba**”, a Project onCommunity Level Mental Health and Psychosocial Support (MHPSS) in Gender-Based Violence (GBV) Prevention and Response in selected areas of Bangladesh.  Despite a high prevalence of GBV, there is very scant availability of Psychosocial Support (PSS) service options for GBV survivors in Bangladesh. With the intention of strengthening the capacity of PSS networks at the community level, which in turn forms the multi-sectoral referral pathway for survivors of GBV, under the PSS intervention, UNFPA provides the framework for UNFPA and their partners to later scale up their PSS intervention under the multi-sectoral services for GBV survivors. The intervention further contributes to current UNFPA’s (CP9) projects including Generation Breakthrough, Adolescent helpline ‘Alapon’, STOP-GBV project with Bangladesh Police, and ASTHA: Strengthening Access to Multi-sectoral Public Services for GBV Survivors in Bangladesh, which are delivered through the implementing partners, targeting the most vulnerable and most often left behind women, including adolescents girls living in rural communities, those living in poverty, as well as cultural minorities. This project will continue in UNFPA’s 10th Country Programme (2022-2026) and contribute to shape up the MHPSS intervention and its roll out in Bangladesh, in collaboration with Directorate of Mental Health, Ministry of Health and Family Welfare (MOHFW)  The overall focus of the “**Monosheba**”, project is to build the capacity of MHPSS networks at the community level. These networks will form part of the multi-sectoral referral pathway. The project will build the capacity of MHPSS networks in two phases:   * Research will be carried out to examine both existing networks and the capacity available at the community level in selected areas/districts in Bangladesh. This includes analyses on interdisciplinary stakeholders including psychologists, social workers, teachers, midwives, legal stakeholders, among others, and their knowledge and skills in regards to MHPSS. Appropriate partners will be identified based on sustainability, scalability and accessibility. * Based on the initial analysis on the gaps in knowledge and skills within the existing networks, a training programme on MHPSS implementation will be developed for the identified actors. This will be done using international standards and global/regional level best practices, as well as the experiences from UNFPA’s humanitarian efforts.   Therefore, the Gender unit of UNFPA Bangladesh CO intends to hire a national consultant for **9 months from April 2021 to Dec 2021 with a possibility of extension in 2022**. Under the direct supervision of Gender Unit Chief, the national consultant provides technical support to implement Monosheba project. Key duties include: Support Work Planning and its timely implementation, closely work with national and international experts for developing the research protocol, capacity building training modules, advocacy and communication materials and dissemination, assist in policy advocacy work with regards to Mental Health and Psychosocial Support (MHPSS). |
| Scope of work:  *(Description of services, activities, or outputs)* | * Closely work with UNFPA staff and international experts/consultants to produce high quality products to implement MHPSS interventions; * Support the research work of the projects to be commissioned; * Support coordination of researches/studies, organization of seminars/workshops/events, with regard to MH PSS, in collaboration with other colleagues within the unit and beyond; * Conduct Focus Group Discussion (FGD), Key Informant Interview (KII), consultation to collect the data and information on MHPSS situation/need in Bangladesh for Women and Girls with a special focus on GBV survivors; * Assist International Expert consultant to provide national context on MHPSS to commission the research and identify the community network; * Provide support in conducting capacity development training to ALAPON (Helpline for the young people) and GO-NGO/CSO led Community Networks on MHSS/PFA for the GBV survivors and women and girls who are at risk; * Support quality assurance of documentation/reports related to MHPSS of UNFPA CO Gender Unit; * Identify and document lessons learned, evidence of success and constraints and best practices to promote knowledge sharing within UNFPA, implementing partners, donors, and other stakeholders; * Undertake regular field visits to monitor and evaluate the implementation of GBSS and PSS programme activities as necessary; * Coordinate with Mental Health Division in Ministry of Health and Family Welfare (MoHFW) and relevant INGO/National NGO/CSO; * Perform any other duties as required by the Chief- Gender/ Deputy Representative/Representative, UNFPA; * Assist to ensure quality assurance of quarterly and annual progress report, comprehensive updates related to MHPSS for CO, regional office, HQ and donors (Embassy of France) as necessary; * Perform any other duties as required by the Gender Unit, UNFPA Country Office supervision of the Programme Specialist and Chief of Gender. |
| Deliverables: | 1. Programme Implementation Report – based on technical support provided to IPS to implement CERF/GBViE programme; 2. Commissioning Research supported and day to day support provided in conducting the research; 3. Necessary FGD, KII, Consultation conducted; 4. Conducted capacity building training of ALAPON Helpline Counselors, relevant GO staff and Community Network including Healthcare service providers; 5. Development of communication materials supported; 6. Reviewed periodic report on Programme implementation; 7. Coordinated with Directorate of Mental Health, DGHS, MoHFW and relevant INGO/National NGO; 8. Assisted evidence based quality reporting for donor, CO and HQ as required. |
| Duration | This consultancy will be for **9 months from April 2021 to Dec 2021 with a possibility of extension in 2022 based on the performance.** |
| Place where services are to be delivered: | The services are to be delivered to the UNFPA Country Office. |
| Delivery dates and how work will be delivered (*e.g.* electronic, hard copy etc.): | * All deliverables will be delivered within the contract period. * The priority tasks and timeline will be discussed and planned with the supervisor weekly/bi-weekly basis. * All the work will be preserved in electronic format and handed over to the supervisor at the end of the contract upon her approval. |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | Progress will be monitored on a monthly basis, sharing electronic updates against terms of reference and deliverables.  The consultant will work closely with the Gender team, SRHR, A & Y, Humanitarian and GBV Cluster Coordinator and M & E officer in the Bangladesh Country Office to carry out the duties, as detailed above. |
| Supervisory arrangements: | The consultant will work under the overall guidance and direct supervision of the Programme Specialist and Chief of Gender to carry out the activities mentioned above.  S/he will be supported by the National Programme Officer – Gender, as guided by the team leader on day to day responsibilities. |
| Expected travel: | Consultant will adopt the same work modality as the UNFPA staff members (both in-person and remote as per UNFPA’s corporate policy/SOP). The national consultant will require in person field mission during the contract period. She/he will be sitting in UNFPA’s IDB/Gulshan/DAW office as convenient in consultation with the supervisor. |
| Required expertise, qualifications and competencies, including language requirements: | * Master’s degree in Development Studies, Women Gender Studies, Sociology/Social Welfare, Anthropology, Public Health, and Psychology; * 3-5 years of professional experience in development programme; * Proven solid experience in research work; * Sound and in-depth understanding about the gender and gender based violence and harmful practices in Bangladesh; * Solid foundational knowledge on masculinity and its impact in shaping up the social norms; * Experience in advocacy and communication; * Knowledge in survivors-centered approach; * Experience in capacity development/training; * Experience in organizing consultation, FGD, KII, seminar and workshop etc.; * Familiarity with SOPs, guidelines, tools for GBViE response and prevention interventions; * Demonstrated track record in the preparation and analysis of the documents and experience in preparation of brief, presentation and talking points; * Proven communications and inter-personal skills including ability to express ideas and concepts clearly and concisely, both in written and oral forms; * Working in any UN organization is an asset; * Excellent communication skill in both Bangla and English. |
| Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable: | The consultant will be responsible for arranging his/her own computer and other working aid equipment. S/he will be working remotely for much of the consultancy and therefore should have good access to the internet and modern communication methods. |
| Consultant Level | SB4/NOA/NOB |
| COA | BGD09GBV- TALOC23GDWAFPA- FRANCE- 60500 – PU0074 |
| Other relevant information or special conditions, if any: | Payment Instructions: The consultant will be paid on a monthly basis subject to submission of his/her monthly report |
| **Application instruction:**  Applicants with the required qualifications and experience stated above (required expertise, qualifications and competencies, including language requirements) should submit a copy of curriculum vitae (CV) with a cover letter.  Please send your application electronically to the dedicated email addresses of: [unfpa-bangladesh@unfpa.org](mailto:unfpa-bangladesh@unfpa.org) and [majid@unfpa.org](mailto:majid@unfpa.org)  Note: Only those candidates who meet all qualifications and experience will be contacted for further consideration.  Female candidates are encouraged to apply.  The application deadline is **24th April 2021.** | |
| Name and Signature of Requesting Officer in Hiring Office:    For  Shamima Pervin, Programme Specialist – Gender, UNFPA, Bangladesh  Date: 18 March 2021 | |
| Cleared by:    Eiko Narita, Deputy Representative, UNFPA, Bangladesh  Date: 21 March 2021 | |
| Cleared by:  D:\YZB Signature.jpg  Yitbarek Zewdie Beshah, International Operation Manager, UNFPA, Bangladesh  Date: 29 March 2021 | |
| Name and Signature of Approving Officer in Hiring Office:    Asa Torkelsson, UNFPA Representative, Bangladesh  Date: 29 March 2021 | |