

TERMS OF REFERENCE OF INDIVIDUAL CONSULTANT FOR SRH PROGRAM OFFICER

FOR UNFPA BANGLADESH	
Hiring Office:	UNFPA Bangladesh, Sub-Office Cox's Bazar.
Purpose of consultancy:	<p>Cox's Bazar is an UNFPA priority district for its 10 country programme. UNFPA supports the Ministry of Health and Family Welfare and local NGOs in the provision of quality sexual and reproductive health services in the district. With the spirit of the sustainable development goals of "no one left behind", UNFPA strives to support national efforts to reach the unreached population. With the refugee situation in Cox's Bazar, it is evident that the government health care services both within the camp under the RRRC, and surrounding the camp, under DGHS and DGFP have been stretched, and support is needed to capacitate the health systems to provide the comprehensive SRH services.</p> <p>UNFPA is looking for a Medical doctor skilled in SRH including maternal health to serve two different but related roles. The Medical doctor will provide oversight to UNFPA supported health facilities. This oversight will include assuring better SRH services are offered, and that the needed enabling environments are being provided.</p> <p>In close collaboration with midwifery, maternal health, family planning, RHCS and Information Management focal points, the consultant will provide technical support in monitoring of UNFPA's SRHR service delivery in Cox's Bazar by working closely with the staff deployed in the health facilities.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<ul style="list-style-type: none"> ● Provide programmatic and operational support for the implementation of SRHR program ● Support SRHR Unit in IP management, preparing Work Plans and Budgets. ● Support the financial expenditure reporting, preparation of e FACE process. ● Conduct regular field visits of UNFPA supported facilities and provide technical support to the service providers ● Supervise, monitor and quality assurance of reproductive health operations in the field including service set-up, direct care, and facilitation of staff trainings (both on the

	<p>job and specialized trainings) as well as monitoring of RH supplies (drugs and commodities).</p> <ul style="list-style-type: none"> ● Maintain field level coordination of activities in close coordination with the Implementing Partners and focal points. ● Contribute to the capacity development of SRHR WG partners and staff on SRHR. ● Liaise with other SRH WG partners and support monitoring jointly for quality delivery of comprehensive SRH services. ● Maintain the liaison with the government and non-government stake holders on specific SRHR topics for advocacy and buy-in of SRHR interventions. <p>The consultant will be performing under the overall supervision of the Cox's Bazar Head of Sub Office with direct supervision of SRHR Team Leader. The SRH technical consultant will support the UNFPA SRH Team under the overall direction of the UNFPA Bangladesh Representative and programmatic guidance to the CO Deputy Representative and Head of Sub-Office.</p>
Duration:	The Consultant will be recruited initially for 09 months and the consultant is expected to give 100% of his time.
Place where services are to be delivered:	The service is to be delivered from within Bangladesh, Cox's Bazar Sub-Office
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	The consultant will work under the direct guidance of the SRHR Team Lead and will provide services as directed by her/him. Multiple deliverables will be submitted throughout the duration of the consultancy including final handover
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Regular meetings for reporting on work plan progress will be held with the SRHR Team Lead.
Supervisory arrangements:	The consultant will be performing under the overall supervision of the Cox's Bazar Head of Sub Office with direct supervision of SRHR Team Leader. The SRH technical consultant will support the UNFPA SRH Team under the overall direction of the UNFPA Bangladesh Representative and programmatic guidance to the CO Deputy Representative and Head of Sub-Office.

Expected travel:	UNFPA will pay any work-related travel within the country.
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> ● Bachelor degree in Medicine with at least 4 years of experience or Master degree in Public Health, Medicine or other related social science field. <p>Knowledge and Experience</p> <ul style="list-style-type: none"> ● Up to 4 years professional experience working in Health Facilities, preferably related to SRHR and/or emergency response ● Excellent clinical skills in the field of SRHR ● Knowledge of situation of women and girls in Bangladesh specifically in Cox Bazar is an asset ● Good programme skills including capacity to prepare logical, coherent and consistent documents ● Excellent communications and interpersonal skills; proven organisational skills, including time management, and ability to meet deadlines. ● Experience in UN/UNFPA humanitarian/development/peace building programming and operations is desired. ● Knowledge and understanding of UNFPA programming principles including human rights-based approach, gender equality and capacity development ● Skills in collaborating with a wide range of partners, strong communication, networking and excellent organizational skills ● Prior experience in emergency preparedness and response for natural disasters or man-made conflicts is an asset <p>Languages</p> <ul style="list-style-type: none"> ● Fluency in written and spoken English, knowledge of other official UN language is preferable.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	<ul style="list-style-type: none"> ● A consultant will be provided with the office space during the duration of the assignment
Payment Instruction:	The Consultant will be paid on a monthly basis upon satisfactory approval of the supervisor.

Level of the Consultant:	Commensurable to the qualification and experience of the selected Consultant as per the IC guideline.
Other relevant information or special conditions, if any:	<ol style="list-style-type: none"> 1. The tools, report or documents or any part, cannot be sold, used, or reproduced in any manner without the prior written approval of UNFPA 2. Working arrangement will be 40 hours/week
How to Apply	<ul style="list-style-type: none"> ▪ 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), a cover letter and contact information of three references. ▪ Please Send your application electronically to dedicated email inbox of kpalma@unfpa.org <p>Note: Only those candidates in who meet all qualifications and experience will be contacted for further consideration. Kindly note that incomplete applications will be automatically disqualified.</p> <p style="text-align: center;">Female candidates are encouraged to apply</p> <p style="text-align: center;">The application deadline is 23 May 2022.</p>