

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE	
Hiring Office:	UNFPA Country Office in Bosnia and Herzegovina
Purpose of consultancy:	<p>The United Nations Population Fund (UNFPA) is the lead United Nations sexual and reproductive health agency for ensuring rights and choices of all. The strategic goal of UNFPA is to achieve the three transformative results: ending unmet need for family planning, ending maternal death, and ending violence and harmful practices against women and girls. In pursuing its goal, UNFPA has been guided by the International Conference on Population and Development (ICPD) Programme of Action (1994), the Millennium Development Goals (2000) and the 2030 Agenda for Sustainable Development (2015).</p> <p>While UNFPA has conducted two evaluations of its country programmes in Bosnia and Herzegovina over the past nine years, they have all been summative in their approach and directed towards measuring and assessing whether the Country Office has managed to achieve results outlined in programme documents. The evaluations however did not question nor probe in details the validity of chosen programmatic approaches from the perspective of GBV and CRSV survivors. Evaluating programmatic approaches is particularly important given that UNFPA with its donors and partners will continue investing in the prevention of GBV for which it will be needed to examine the entire intervention philosophy. More specifically, UNFPA needs to learn how do the chosen, and historic, modalities of dealing with GBV and CRSV compare against the actual needs of survivors in the country.</p> <p>In line with this, UNFPA is looking for individual national consultant with experience in development, implementation or evaluation of gender-based violence projects/programmes to act as GBV Expert in Bosnia and Herzegovina. The Expert will work under the guidance and oversight of the International Evaluator.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	The GBV Expert will have overall responsibility for data collection and analysis, and will provide substantive inputs into the evaluation processes through planning and participation in development of evaluation methodology, meetings, interviews, analysis of documents, briefs, and comments. The Expert will also assist the International Evaluator with development and finalisation of the evaluation report.
Duration and working schedule:	<p>The evaluation will be conducted from December 2020 – May 2021 in line with the detailed implementation plan for evaluation. The GBV Expert will be hired for a total of 30 work days:</p> <ul style="list-style-type: none"> ● 5 work days for support with development of the evaluation design report; ● 15 work days for preparation of the field phase, review of relevant documentation and support with implementation of interviews and focus group discussions, and ● 10 work days for support to development of draft and final evaluation report.
Place where services are to be delivered:	Field work will be organised across Bosnia and Herzegovina while data analysis and reporting will require home-based support.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> ● 1st draft design report to be presented by 18 January 2021; ● 2nd draft design report to be presented by 25 January 2021; ● Design report to be finalised by 5 February 2021; ● Field work to be completed by 5 March 2021; ● 1st draft evaluation report to be presented by 29 March 2021; ● 2nd draft evaluation report to be presented by 19 April 2021;

	<ul style="list-style-type: none"> • 3rd draft evaluation report to be presented by 10 May 2021; • Final evaluation report to be submitted by 17 May 2021.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Evaluation Steering Committee (comprised of UNFPA Assistant Representative, CO CRSV Project Manager, CO M&E Programme Analyst and RO M&E Advisor) will monitor the work of the Evaluation Team and act as primary contact for any inquiries in relation to this assignment. The GBV Expert will mainly communicate with the International Evaluator while online meetings between the Evaluation Steering Committee and Evaluation Team will be convened as needed.
Supervisory arrangements:	The GBV Expert will work in close cooperation with the International Evaluator and the country Evaluation Manager, and under the overall supervision of the UNFPA Representative.
Expected travel:	Travel to locations across Bosnia and Herzegovina in line with a plan of evaluation field work and participation at the dissemination seminar is required. The rest of the work will be home based.
Required expertise, qualifications and competencies, including language requirements:	<p>Education: Advanced degree in social sciences, medicine, public health, women's studies, gender equality or related fields;</p> <p>Work Experience: At least 5 years of experience in in the field of gender-based violence; Demonstrated ability and knowledge of collection and analysis of qualitative and quantitative data;</p> <p>Skills and knowledge areas: Excellent writing and communication skills in local and English Language; Knowledge of demographic, political, social and economic conditions in Bosnia and Herzegovina; Familiarity with UNFPA or UN programming;</p> <p>Competencies and values: Competencies: Focuses on impact and results and responds positively to feedback; Approaches work with energy and a positive, constructive attitude.</p> <p>Values: Demonstrates integrity and fairness by modelling UN values and ethical standards; Demonstrates professional competence and is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Displays cultural, gender, nationality, religion and age sensitivity and adaptability.</p>
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	<p>UNFPA will provide:</p> <ul style="list-style-type: none"> - consultancy fees commensurate to educational level and work experience in accordance to UNFPA policies; - Daily Subsistence Allowance (DSA) during travel at UNFPA DSA standard rates; - Travel costs in accordance to the evaluation field work plan.
Other relevant information or special conditions, if any:	N/A
Signature of Requesting Officer in Hiring Office:	
Date: 20 November 2020	