



Terms of reference

Consultant – Project Coordination and Closure
20/01/2022 – 31/07/2022

Organisation	UNFPA Tunisia
Consultation framework	As part of its project to improve access for migrants and host communities to available and quality Sexual and Reproductive Health / Gender Based Violence services.
Subject	Ensure the coordination and follow up implementation of project activities and its closure
Rationale and Background	<p>For the past two years, UNFPA has been coordinating an Italian-funded project in six Tunisian regions: Greater Tunis, Tataouine, Gafsa, Sousse, Sfax, and Médenine. The project intends to improve migrants', asylum seekers', and refugees' access to quality services and tailored care in the areas of sexual and reproductive health and gender-based violence; the project aimed to accomplish three outcomes:</p> <ol style="list-style-type: none"> 1. Migrants who are more vulnerable, particularly women and youth, have greater access to sexual and reproductive health information and services. 2. The delivery of national and local health and protection services is improved to ensure that vulnerable groups of migrants, particularly women and adolescents, get high-quality, safe, timely, and accessible SRH and GBV services. 3. Strengthening the capacity of national institutions to collect and utilize data and statistics on mixed migration to build informed policies for better migration management. <p>As the project nears completion, UNFPA wishes to recruit an expert consultant to oversee the project's coordination and completion.</p>

<p>Major Activities/Expected Results</p>	<p>In collaboration with Government counterparts, NGOs and other partners, contributing to the implementation of the Italian Funded project: “Provision of essential sexual reproductive health (SRH) and gender based violence (GBV) services to vulnerable migrants in Tunisia” and in line with Government priorities and UNFPA/ Italian cooperation programme policies and procedures.</p> <p>The Project Coordinator will particularly:</p> <ul style="list-style-type: none"> - Ensure appropriate monitoring and oversight mechanisms and systems are established and implemented. - Analyze and interpret the political, social and economic environment relevant to Sexual and Reproductive Health and GBV for migrants, and identify opportunities and adaptation of the project for UNFPA’s assistance and intervention. - Establish collaborative relationships with executing agencies, experts, government counterparts to facilitate timely and efficient delivery of the project inputs. Actively participate to existing national and sub-national coordination platforms. - Assist in implementing knowledge management strategies to capture lessons learned and best practices of the project and facilitate sharing these with the management for future planning - Ensure that the reporting requirements of the project is developed and submitted with quality manner and aligned with the project contract deadlines. - Ensure that action plans with IPs (Implementing Partners) are developed on time and aligned with UNFPA’s policies and procedures. - Position UNFPA to maximize support for Migrants issues with regards to SRH and GBV. - Identify and use experiential knowledge, research and evaluation findings to build a solid evidence base for UNFPA’s engagement in national policy dialogue around Migration and SRH/GBV
<p>Deliverables</p>	<ul style="list-style-type: none"> - Project funds are 100% allocated according to the agreement with the donor: 10/02/2022 - 2 Progress reports are submitted on time to UNFPA Arab states regional Office (ASRO) and the donor: 31/01/2022 – 31/07/2022 - 1 final report draft is submitted to the country office: 31/07/2022



	<p>- 7 Monthly updates on the project progress and completion, submitted on the last week of each month</p> <p>The consultant mission is deemed successful and completed upon the approval of the submitted deliverables and the achievement of complete budget utilization</p>
<p>Terms of the consultation</p>	<p>The consultancy period lasts 7 months, from January 20 to July 31, 2022; 2.5 - 3 days each week.</p> <p>Except with the previous approval of the HoO, presence in the office during working days is required.</p> <p>The consultancy is based in Tunis, Tunisia.</p> <p>fees will be determined according to UN national consultants' grid.</p>
<p>Collaborations</p>	<p>The consultant will work closely with the GBV program team at UNFPA's Tunisia, the operations' officers (Admin, Finances, Logistics), UNFPA ASRO resource mobilization team.</p> <p>The consultant reports directly to the head of UNFPA Country office.</p>
<p>Job Requirements</p>	<ol style="list-style-type: none"> 1. Advanced university degree at Masters Level in any of the following – public health, social sciences, population studies, gender studies, laws or other related fields. 2. Five years' professional experience in the field of international cooperation and development activities, with experience in programme/ project management. 3. Proven experience managing budgets and funds for development programs 4. Practical experience in working on migrants' programs 5. Demonstrated experience in working on Health and/ or Gender Based violence. 6. Experience using office software packages and web-based management systems 7. Excellent writing skills in English and French 8. Fluency in English, French and Arabic is mandatory 9. The consultant has to be Tunisian or has a valid working permit in Tunisia



Application	<p>If interested, you are invited to submit an application including:</p> <ul style="list-style-type: none">- A detailed CV- Motivation letter- Examples of previous reports and writing samples in English <p>Deadline: January 7, 2022 at 23:59 Tunis Time</p> <p>Application to be sent to:</p> <p>Subject: Consultant – Project Coordination and Closure</p> <ul style="list-style-type: none">- fayala@unfpa.org; cc-ing bouali@unfpa.org <p>Incomplete applications will not be considered</p> <p>Applications sent after the deadline will be automatically eliminated</p> <p>Only the consultant selected will be contacted.</p>
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