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**TERMS OF REFERENCE**

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| **TERMS OF REFERENCE (to be completed by Hiring Office)** | |
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| **Hiring Office:**  **Type of Consultant:** | UNFPA Malawi Country Office  **GBV Humanitarian Response Consultant** |
| **Purpose of consultancy**: | Malawi has been experiencing recurrent flooding in the districts with massive displacements since 2015. Thus, this year 2023 has been the worst of all the past floods affecting more than 10 districts. The Malawi CO works through IPs in normal programmes of gender equality and GBV and has trained NGOs on humanitarian response. The country has not experienced a disaster of this magnitude over a very long time and all preparedness plans have been overtaken by the scale of the floods and the numbers affected.  The CO is centrally situated in Lilongwe while the Southern part of Malawi is the one that requires presence of a GBV officer – Consultant to work with the existing partners to speed up implementation of emergency response interventions related to GBV and PSEA. The GBV consultant will be part of the UNFPA Country Office Humanitarian Response Team under the overall direction of the UNFPA Malawi Representative and will be resident in the Southern region. He/ She will work hand in hand with the GBV Sub cluster coordinator in the response and recovery efforts in liaison with other partners including the Department of Disaster Management Affairs (DODMA).  The displaced population are currently accommodated in camps in schools and other Government facilities, whilst some have returned to their dilapidated homes. The deployed officer will help to spearhead implementation with the partners and reinforce capacity of district and local level to respond effectively.  The Officer will be the Focal Point for implementation, monitoring and reporting on life saving UNFPA GBV components of the humanitarian response. |
| **Scope of work:**  *(Description of services, activities, or outputs)* | The GBV Consultant will specifically:  •In collaboration with the GBV sub cluster coordinator the consultant shall provide backstopping for the district level response activities led by UNFPA and its partners.  •Facilitate distribution of RH and Dignity kits to eligible facilities and women and adolescent girls, respectively.  •Lead awareness raising to implementing partners (if any) as well as community leaders for improved GBV and PSEA service delivery including safe motherhood including post abortion care, family planning, sexually transmitted infections/ HIV, sexual and gender based violence.  •Support continuous rapid needs assessments and support systematic GBV safety audits to identify and monitor needs and gaps and make proposals to address them.  • With the support of the GBV sub cluster coordinator, the consultant shall facilitate the setup, orientation and actively participate in the coordination of all GBV stakeholders at community and district level.  •Facilitate identification and engagement of community structures and other implementing partners in community and camp sensitisation in PSEA/HIV/GBV topics as per needs and identified gaps and initiative should be provider driven.  •Establish/ strengthen referral pathways mechanisms at community and the districts levels.  •Build the capacity for local structure to and response to GBV and PSEA issues during and after crisis.  . Facilitate and liaises with relevant parties to improve services delivery and information sharing  •Strengthen networks, affected districts and communities on GBV response in humanitarian settings  •Integrate comprehensive GBV and PSEA activities into local mechanisms for sustenance of the response.  •Conduct coordinated rapid situation analyses and consolidated existing assessments on GBV situation and/or work with relevant agencies, displaced and host populations to conduct relevant participatory analyses of GBV to inform further preparedness, comprehensive prevention and response.  •Support affected districts with relevant tools to monitor and track progress on implementation of GBV prevention and management in humanitarian settings in Malawi.  •Develop report formats that capture relevant information and that support the analysis and evaluation of program progress and outcomes.  •Document best practices and approaches for responding to issues of GBV in order to deepen the knowledge base among relevant partners.  •Prepare regular analytical reports on issues as guided by UNFPA.  •Monitor GBV prevention and management assistance provided through implementing partners in crisis affected areas (if any).to ensure that all interventions are in line with the guiding principles, reflect a survivor- centred approach and adhere to the IASC GBV guidelines.  **Expected outputs/deliverables of the consultancy are:**  The Consultant shall ensure:   * Production of weekly, monthly and other progress reports and shared with UNFPA CO in a timely manner; * Conducting support and monitoring visits according to the implementation plan and providing technical guidance to district and community level * Provision of routine GBV data / information and creating a GBV and SRH database to inform humanitarian response programming during and after the crisis. * Convene periodic meetings with all stakeholders both at district and community on GBV service provision to facilitate information-sharing, identify opportunities for cross-project collaboration and synthesize best practices and lessons learned; * Strengthen functionality of GBV provision points within the Humanitarian setting. |
| **Duration and working schedule:** | 3 Months (July to September 2023) |
| **Place where services are to be delivered:** | Duty station is Blantyre, with travels to Nsanje, Chikwawa, Mulanje, Machinga, Chiradzulu, Phalombe and other affected districts in the Southern Region |
| **Delivery dates and how work will be delivered** | 1st July to 30th September, 2023 |
| **Monitoring and progress control, including reporting requirements, periodicity format and deadline:** | The Consultant shall provide weekly and monthly reports and any relevant ad hoc reports.  The GBV consultant will be involved in GBV assessments in camps using the MISP tool, monitoring of the GBV response, preparation of weekly situation reports and participation in the district Protection and Health clusters meetings and raise visibility of UNFPA in the response. |
| **Supervisory arrangements:** | The Consultant will report to the Gender Specialist and through her to the Deputy Representative as well as to the entire Humanitarian Response team assigned by the Resident Representative. |
| **Expected travel:** | The Consultant will be expected to travel to the affected areas as need arises |
| **Required expertise, qualifications and competencies, including language requirements:** | **Qualifications, Knowledge and Experience:**  •Master’s degree in gender, social work, other social sciences, public health, community health, international relations, international law, human rights or related field.  •Prior training in gender and GBV issues and their application in humanitarian or development settings.  •Awareness and demonstrable knowledge of gender and GBV issues and their relevance as applied in humanitarian emergency settings.  •Awareness and demonstrable knowledge of maternal health, gender-based and sexual violence issues.  •Knowledge of humanitarian emergency operations and roles/responsibilities of humanitarian actors.  •Knowledge, skill, and experience in participatory methods for community development and mobilization.  •Counselling skills and experience is desirable.  •Experience in program management and working with UNFPA on humanitarian programmes.  •3 -4 years’ experience working in humanitarian settings - preferably in an acute emergency.  •Demonstrable leadership and management experience within multi-cultural and multi -disciplinary environment.  •Good interpersonal skills and adolescent friendly will be an added advantage   |  | | --- | | **Languages** Excellent command of English and Chichewa (written and spoken) | |
| **Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:** | UNFPA shall provide office space and arrange logistics to and from the other working districts.  The prospective individual consultant must provide a Certification of Health Insurance. This should confirm that the prospective individual consultant holds appropriate medical insurance coverage (including coverage for medical evacuation if the individual consultant will be travelling to locations without adequate medical facilities as part of the assignment*)***and acknowledge that UNFPA will not provide any medical insurance."** |
| **Other relevant information or special conditions, if any:** | 1. The contract will be signed between the consultant and UNFPA Malawi country office. 2. Payment will be made on the submission of deliverables by the consultant. |
| **Application Procedure** | Candidates who have the required/relevant qualifications and experience should submit their applications including a detailed Curriculum Vitae (CV) including details of 3 contactable referees, P11 form with a copy of qualifications to the following address: **recruitment.malawi@unfpa.org**  Please specify in the email subject ‘The Position Applied for ‘(**GBV Humanitarian Consultancy)**  Applications should be received on or before 25th June,2023 ,5pm CAT. You can download the P11 form at: **https://www.unfpa.org/resources/p11-un-personal-history-form** |