

TERMS OF REFERENCE FOR NATIONAL INDIVIDUAL CONSULTANT

| National Consultant to support enhancing institutional capacity and provision of quality service | |
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| Hiring Office: | UNFPA Timor-Leste Country Office, Dili |
| Purpose of consultancy: | To support UNFPA Timor-Leste in implementation of Spotlight Initiative by enhancing institutional capacity of health sectors to provide quality services to GBV survivors (Pillar 2 and 4) |
| Background | <p>GBV is one of the most pervasive human rights issues in Timor-Leste¹. According to the 2016 Timor-Leste Demographic Health Survey, one third (33%) of women aged 15-49 have experienced physical violence throughout their life².</p> <p>Timor-Leste has made strong policy responses against GBV through its national law and policies including Law Against Domestic Violence (LADV) and followed by the approval and implementation of two National Action Plan (NAP) to support implementation of the LADV. As an inter-ministerial member of NAP GBV commissioner, the Ministry of Health (MoH) is the key institution contributing to the action plan on Access to and Provision of health services to victims/survivors.</p> <p>Responding to that, The Spotlight Initiative in Timor-Leste has been implemented through five UN agencies (UN Women, UNFPA, UNDP, UNICEF, and ILO) with a focus on addressing intimate partner violence and domestic violence. The overall vision of the Spotlight Initiative in Timor-Leste is that women and girls enjoy their right to a life free of violence, within an inclusive and gender-equitable Timor-Leste</p> <p>The programme, aligned to the Timor-Leste “National Action Plan on Gender-based Violence (2017-2021)” will contribute to the elimination of domestic violence/intimate partner violence (DV/IPV) by responding to the needs of women and girls and addressing the underlying causes of violence against women and girls using a multi-sectoral and intersectional approach to implement intervention on the following six outcomes areas including prevention of GBV and provision of quality services.</p> <p>To strengthen the sustainable response to GBV in Timor-Leste, especially by health sector, UNFPA and MoH collaborate to institutionalize and integrate the GBV response into health system by establishing the Safe Space within the health facility to provide essential health services package including First-Line service(LIVES), medico-legal, basic psychological support and referral to further services.</p> |
| Scope of work: <i>(Description of services, activities, or outputs)</i> | <p>The national consultant, under the overall guidance of UNFPA Gender team, will provide support throughout the implementation of Spotlight, focusing on strengthening institutional capacity on GBV and providing quality health services in collaboration with MoH.</p> <p><u>The scope of work includes:</u></p> <ol style="list-style-type: none"> 1. Support strengthening institutional capacity on GBV (Pillar 2) <ul style="list-style-type: none"> ● Monitor the government-led multi-sectoral coordination meeting in 3 municipalities in liaison with MoH. 2. Support providing quality health services (Pillar 4) <ul style="list-style-type: none"> ● Ensure the quality of community awareness activities in 3 municipalities through regular monitoring to the community awareness activities. |

¹ Secretary of State for the Support and Socio-Economic Promotion of Women, NAP-GBV 2017-2021.

² Timor-Leste 2016 Demographic Health Survey.

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| | <ul style="list-style-type: none"> ● Review of progress report submitted by Implementing Partners and analyse the data to report to RUNOs and donor. ● Support monitoring and inspection of 3 Safe Spaces in 3 municipalities. ● Ensure the 3 Safe Spaces are fully completed and ready to operate and provide service to survivors. ● Ensure all the equipment, supplies, including IEC materials are in place in the Safe Space. ● Support preparation of launch of Safe Space in Bobonaro and Ermera in liaison with Ministry of Health. ● Support capacity building activities for health sectors in Bobonaro and Ermera. ● Support the international consultant for Safe Space Quality Assurance. ● Undertake other duties commensurate with the role as may reasonably be assigned by UNFPA. <p><u>Key Deliverables</u></p> <ul style="list-style-type: none"> ● Community Awareness monitoring report ● Safe Space monitoring report ● Multi-sectoral coordination monitoring report ● Relevant IEC materials designing and printing ● Completion of launch of Safe Space |
| Duration and working schedule: | 10 months upon signing of contract before 31 December 2023 |
| Place where services are to be delivered: | Dili, Timor-Leste |
| Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.): | Electronic and hardcopy of deliverables to be submitted if required |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | <ul style="list-style-type: none"> ● Consultation meeting with MoH and related Implementing Partners. ● Weekly check-in meeting with UNFPA Gender team. |
| Supervisory arrangements: | The consultant will work under the direct supervision of Assistant Country Representative while working closely with Gender team of UNFPA Timor-Leste CO. |
| Expected travel: | Travel to 3 municipalities (Bobonaro, Ermera and Viqueque) is expected |
| Required expertise, qualifications and competencies, including language requirements: | <p>Minimum educational qualifications and working experience:</p> <ul style="list-style-type: none"> ● Master's Degree in Public Health, Gender and Women studies, Development Studies, Social Science or related areas with minimum 2 years of relevant working experiences or Bachelor's Degree in the above-mentioned area with minimum 4 years of relevant working experiences ● Working experience in programme management, programme implementation, programme monitoring and evaluation, or health programme ● Technical knowledge of health system in Timor-Leste will be an asset ● Experience working with/ in the UN system is an asset <p>Skills and Competencies:</p> <ul style="list-style-type: none"> ● Fluency in written and spoken Tetum and minimum working level of English would be required |

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| | <ul style="list-style-type: none"> • Excellent reporting writing skills with analytic writing skills would be added advantage • Proficient with Microsoft Word, Excel and PowerPoint would be an asset • Time management skills with punctuality would be an asset |
| Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable: | UNFPA will facilitate the virtual meeting with stakeholders in Timor-Leste and monitor the progress of the consultancy according to the above-illustrated dates and deliverables. |
| Other relevant information or special conditions, if any: | N/A |
| <p>Submitted by: Dircio Francisco X.F. Ximenes, Programme Analyst</p> <p style="text-align: right;">DocuSigned by: <i>Dircio Francisco Xavier Ximenes</i> 08-Feb-2023 D8FAA7E9915C4D0...</p> <p>Approved by: Dr Domingas Bernardo, Assistant Country Representative</p> <p style="text-align: right;">DocuSigned by: <i>Dr. Domingas Bernardo</i> 08-Feb-2023 3BFC2B310441499...</p> | |