

Re-advertisement

TERMS OF REFERENCE FOR NATIONAL INDIVIDUAL CONSULTANT

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Hiring Office:	UNFPA Timor-Leste
Purpose of consultancy:	To develop a National Strategy and Action Plan to Address Human Rights Barriers to HIV Services and Reduce Stigma and Discrimination towards People Living with HIV in Timor-Leste.
Scope of work:	<p>Specific Objectives: The objective of this consultancy is to develop a National Strategy and Action Plan to Address Human Rights Barriers to HIV Services and Reduce Stigma and Discrimination towards People Living with HIV (PLWH) in Timor-Leste (the Strategy). The objective of the Strategy is to serve as a hands-on document to help policy makers and program implementers across different sectors and ministries to effectively address stigma and discrimination towards PLWH in Timor-Leste, as well as act to remove any barriers to accessing HIV services in the country. The Strategy should include a comprehensive analysis of existing gaps, as well as a set of recommendations and strategies per programme area, implementation arrangements and a monitoring and evaluation plan, with specific targets and responsible entities, alongside a costed implementation plan. Specific interventions should also be detailed in terms of location, coverage, timeline and implementing agencies.</p> <p>Methodology: The development of the Strategy should be guided and informed by an extensive literature review of existing policies and practices in the country, including of the legal system. The Strategy, and in particular its recommendations should link to existing policies, such as National Health Strategic Plan and the HIV/STI strategy. The consultant will be responsible for conducting in-country consultations and collecting inputs from relevant stakeholders and with different departments and personnel of MoH, National AIDS Commission, PDHJ, relevant NGOs, faith-based organizations, UN, representatives of PLWH and key populations are fundamental for the Strategy to achieve its ultimate objectives. The consultant will also be responsible for preparing and delivering a comprehensive presentation on the main findings and recommendations of the Strategy to relevant stakeholders.</p>
Duration and working schedule:	45 days, starting from the signing of the Consultancy contract.
Place where services are to be delivered:	Dili
Delivery dates and how work will be delivered	<ul style="list-style-type: none"> • UNFPA will organize an initial meeting with the consultant prior to commencement of work in order to fine-tune deliverables and needs. • Consultant is expected to work autonomously, keeping regular contact with UNFPA. UNFPA may provide a working space for the consultant, if needed. • Consultant is expected to submit deliverables in time, within the 45-day consultancy period, by email and hard copy addressed to UNFPA CO, for UNFPA to review and provide comments. • One all-inclusive lump sum payment will be made when the above-mentioned deliverables have been submitted and approved by UNFPA CO, after all comments and inputs from UNFPA have been addressed. • All documents should be developed in both Tetum and English.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Monitoring of activities will be done by UNFPA.</p> <p>The consultant will report to UNFPA. Approval of consultancy deliverables is done by UNFPA.</p>
Supervisory arrangements:	The consultant will report to the UNFPA SRHR-HIV Programme Specialist.
Expected travel:	Dili, with no travel to municipalities.
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Advanced University degree in Public Health, social sciences, or related field, with at least 2 years of relevant demonstrated experience; or Bachelor's degree in Public Health, social sciences, or related field, with at least 5 years of relevant experience; • Good knowledge of the HIV and SRH fields, and the public health sector in Timor-Leste is required; • Previous experience in developing national policies, guidelines and strategies is an advantage; • Excellent ability to work autonomously, in a challenging and changing environment, around sensitive issues; flexible and positive collaborative attitude; • Good communication, presentation and analytical skills, ability to work efficiently with governmental and non-governmental institutions; • Fluency in Tetum and English, both oral and written is required.
Inputs / services to be provided by UNFPA or implementing partner, if applicable:	UNFPA will be responsible only to facilitate access to stakeholders and individuals for consultations/interviews, relevant documentation, as well as during presentation of the initial Strategy for inputs and ensuring internal approval and clearance before public launching and publication.
Other relevant information or special conditions, if any:	<p>Candidates are expected to send their P11 and cover letter to timor-leste.office@unfpa.org and register their profile on this link: http://www.unfpa.org/unfpa-consultant-roster</p> <p>Closing date: 7th September 2021 Only shortlisted candidates will be contacted.</p>
Signature of Requesting Officer in Hiring Office: dr. Domingas Bernardo, Officer in Charge, UNFPA Date: 6 Aug 2021	