


TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Egypt CO
Purpose of consultancy:	<p>Background</p> <p>The scale and magnitude of displacement within Sudan and into neighbouring countries has continued to increase since the conflict erupted in Khartoum, Sudan, in mid-April 2023, between the Sudanese Armed Forces (SAF) and the paramilitary Rapid Support Forces (RSF).</p> <p>The current fighting has led over 175,000 individuals to cross into Egypt to seek safety. An estimated of 700,000 to 1 Million are expected to arrive in the next 6 months.</p> <p>The Government of Egypt has been providing protection and humanitarian relief to those in need and the Egyptian Ministry of Foreign Affairs (MFA) has reiterated its commitment to keeping the border open and to not implementing an encampment policy.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The incumbent will provide direct support on the ground to the Egypt Country Office, which responds to the needs of those affected by the outbreak violence in Sudan. In consultation with the Representative, the Humanitarian Field Coordinator will closely work with national authorities, UN agencies, humanitarian agencies, civil society and local counterparts to provide humanitarian assistance to the crisis affected communities in a manner consistent with the methodology outlined in the Inter-Agency Standing Committee Cluster system and the <u>Humanitarian Programme Cycle</u> https://www.humanitarianresponse.info/programme-cycle</p> <p>The Humanitarian Field Coordinator will work in close collaboration with the CO Representative, Gender and SRH Program Specialists. However, the Humanitarian Field Coordinator will oversee daily implementation of the Humanitarian response and coordination of necessary operational requests during the emergency.</p> <p>The Humanitarian Field Coordinator will oversee the different funding modalities relating to the Sudanese crisis in close collaboration with Egypt CO Representative.</p> <p>MAJOR DUTIES AND RESPONSIBILITIES:</p> <p>The Humanitarian Field Coordinator will be responsible to oversee UNFPA day to day implemented activities / interventions to support Sudanese women and girls in Aswan who are in need of SRH and GBV immediate services. Responsibilities, and tasks of the Humanitarian Field Coordinator, may include, but are not limited to the following:</p> <p>Assessment and Planning</p> <ul style="list-style-type: none"> • Lead initial scoping of humanitarian impact of emergency. • Scan the environment and humanitarian actors for possible partnerships • As appropriate, participate in /ensure inclusion of UNFPA’s core Areas of Responsibility in rapid field/needs assessments of the crisis-affected populations. • Visit high concentration zones and host communities and conduct in-



	<p>depth interviews with community members/leaders, and other agencies present on the ground to gather information on the immediate needs of the people and the services to be provided.</p> <ul style="list-style-type: none"> • Represent UNFPA in coordination meetings in Aswan. • Undertake missions and assessments as appropriate to recommend strategic approaches and to address issues, such as RH, HIV/AIDS, gender, GBV, mental health and psychosocial issues, data and young people. • Engage in inter-agency assessment visits and border visits as needed <p><i>Programmatic and operational support to emergency response, as relevant</i></p> <ul style="list-style-type: none"> • Oversee the implementation of the identified priority areas for direct advocacy/ engagement with government to support emergency response, and actively participate in necessary meetings to highlight UNFPA mandate; • Advise the UNFPA CO ; assist in the preparation for and participate in coordination meetings relating to emergency response, and ensure follow up. • Identify areas of collaboration with humanitarian agencies and national counterparts to address RH, HIV/AIDS, youth, gender and GBV issues in their plans, and programs. • Liaise with Implementing partners, community organizations, faith-based organizations, and community leaders to increase their participation in the process of planning, monitoring and evaluating activities. • Participate in CO and other cluster/ inter-agency meetings as needed. • Oversee the implementation of cash and voucher assistance under the GBV program. • Ensure effective implementation of PSEA/ SEA within UNFPA field operations covering Sudan Response • Familiarize/ Orient the CO staff and implementing partners with existing UNFPA emergency procedures. Liaise with other staff on whether they need to conduct any rapid training interventions and provide necessary support. • Identify further training needs of case workers • Any additional tasks as requested by the Representative.
Duration and working schedule:	<p>6 months</p> <p>Start date: 15 June 2023</p> <p>End date: 14 November 2023</p>
Place where services are to be delivered:	<p>Aswan, Egypt</p>
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> - Monthly report to be submitted to UNFPA at the end of each month to include details and updates on meetings with different stakeholders / partners. - The report should cover overview on the progress of the implementation of interventions / activities on the ground. - Attending UNFPA internal meetings on Sudan response and update the task force team on current situation on the ground on weekly basis. - Representing UNFPA in all relevant meetings in Aswan with government, NGO as well as other UN Agencies. - Monthly payment to be made based on the successful delivery of the report and the approval from UNFPA side.

Monitoring and progress control, including reporting requirements, periodicity format and deadline:	
Supervisory arrangements:	The consultant will work under the overall supervision and guidance of UNFPA Representative and in close collaboration on day to day activities with UNFPA Humanitarian Analyst as well as GBV/SRH Program Specialists.
Expected travel:	As needed
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Advanced university degree, preferably in medicine, public health, social sciences, humanitarian response, international relations or a related field. • At least 4 years of experience in coordinating, developing and implementing humanitarian interventions in crisis settings. • Knowledge of the humanitarian reform process and roles/responsibilities of humanitarian actors will be an asset. • Strong analytical, coordination and organizational skills. • Proficiency in English and Arabic is a must
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	Support services will be provided as needed
Other relevant information or special conditions, if any:	NA
Signature of Requesting Officer in Hiring Office: 	
Date: 1 June 2023	