

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	Egypt Country Office
Purpose of consultancy:	<p>Under the supervision of the UNFPA Representative, and in close collaboration with the Assistant Representative, the Program Manager (SRH) of the EU funded Project on “EU Support to the National Egypt Population Strategy” (April 2018 - March 2023) will coordinate and oversee the achievement of Outcome 1 - the sexual and reproductive health component - of the 10th Country Programme.</p> <p>S/He provides leadership and technical support to the implementation of the coordinated work plans for strengthening capacities in the provision of quality, integrated and rights-based SRH, Family Planning, including for youth and increasing demand for informed and voluntary family planning products for women and men of reproductive age.</p> <p>S/He leads the SRH team of the EU funded Project and works in close collaboration with national authorities, civil society organizations, private sector as well as development agencies to promote and mainstream the work achieved by the EU supported project</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>In collaboration with the national counterparts (Government and Civil Society), UN agencies and other partners, the Program Manager (SRH) contributes substantially to reducing unmet need for family planning and increasing the contraceptive prevalence rate through improved national capacity for RHCS, strengthened institutional framework for the efficient management of resources in SRH and family planning (FP) , improved availability and accessibility of quality reproductive health services, with active community involvement and innovative social and behaviour change initiatives.</p> <p>The Program Manager (SRH) will accomplish the following tasks:</p> <p>Effective advocacy, policy dialogue, coordination and management of multi-sectoral programs in support of the national response in the areas of sexual and reproductive health, with focus on SRH and family planning within the context of the EU supported project.</p> <ul style="list-style-type: none"> • Represents UNFPA, within the context of the EU supported project in high-level technical meetings; advocates for the potential demographic dividend through investments in SRH, youth and gender equality; and galvanizes political and financial commitments. Delivers effective evidence-based advocacy messages taking into account political and social sensitivities. • Reports regularly on progress in SRH/AYSRH/Family Planning and share information with the various actors with the aim to stimulate interest, build partnerships and forge alliances in these areas; <p>Ensures strategic leadership, programme planning and effective management and oversight of EU Supported project, focusing on achievement of the following results:</p> <ul style="list-style-type: none"> • Leads on the strategic planning, oversight and management of the programme in compliance with UNFPA rules, policies and procedures, the grant agreement and corporate agreements with the EU Supported Project ensuring integration of the functional areas and policy integration and capacity development; • Leads on the coordination, management, supervision and oversight of the project across all functional areas to achieve programme targets, provide quality services, ensures programme delivery with full utilization of EU allocation and the achievement of programme targets; • Leads on assessing the programmatic impact and substantive monitoring and evaluation of the programme and proactively leads on reviews for underperformance, bottlenecks and ensures the accountability for the timely implementation of corrective action(s); • Ensures strong collaboration with UNFPA regional and headquarters, on all areas of management, oversight implementation and donor communication. <p>Ensures proactive financial, asset and health product management and oversight and controls are met and proactively performs risk assessments focusing on achievement of the following results:</p>

	<ul style="list-style-type: none"> • Leads on preparation of programme documents required by the EU, including work plans, budgets, monitoring and evaluation plans, and procurement and supply management plans • Ensures UNFPA financial, asset and health product (including quality control, insurance) management policies, procedures, and SOPs are followed and validated by internal reviews; • Leads on timely preparation and quality submissions of financial and programmatic EU reports and responses to management actions, compliance with grant conditions and revisions to the grant agreement(s); • Leads on supervising and ensures accountability for assessments, contracting, monitoring, with SRH work plans and budgets implemented in compliance with UNFPA agreement, and service providers while ensuring quality of the programme and achievement of programme goals within the context of the EU supported programme. <p>Ensures creation of strategic partnerships and support the implementation of the resource mobilization:</p> <ul style="list-style-type: none"> • Leads on advising the Representative on the range of value-added services that UNFPA can provide to governments in the implementation of EU supported programme. • Maintains close co-ordination between the EU supported programme and other entities to promote partnership building and avoid duplication of programmatic activities and to exchange critical and technical information and resolve programme implementation issues. • Ensures visibility of the EU supported programme: Leads on supervising and ensures visibility of the EU supported programme on all media platform, as well as on carrying out high level visibility events • Coordinate with respective SRH, Youth and Governance team members to ensure the visibility of the EU supported project and communicate on the supported provided to activities by the programme.
Duration and working schedule:	6 months with possibility of extension
Place where services are to be delivered:	Physical presence , UNFPA Cairo Office, Egypt
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	All the work will be delivered in electronic form
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Progress reports will be provided regularly at weekly programme team meetings</p> <p>Progress updates will be provided on monthly basis to the EUD in Cairo, Egypt.</p>
Supervisory arrangements:	Under overall guidance of the Representative and in close collaboration with the Assistant Representative.
Expected travel:	International Consultant is expected to travel inside and outside Egypt based on needs.

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<ul style="list-style-type: none"> • Advanced degree (Masters) in Public Health, International Development, Business Administration, Social Sciences, or related field. • Minimum of 10 years' progressive relevant experience in programme management of health and development projects. • Extensive UNFPA related managerial and programme experience; • Job knowledge and technical expertise – up-to-date knowledge of issues of relevance for UNFPA mandate, including youth, population and development, networking and advocacy; reproductive health and human rights including women's, young people and reproductive rights; • Dedication to the United Nations principles and demonstrated willingness to work as part of a team; • Excellent interpersonal, communications and negotiation skills; • Initiative and sound judgment; • Demonstrated experience in the management of teams. • Demonstrated experience in developing and managing effective partnerships with government and civil society organisations. • Demonstrated experience in building capacity of national entities in the context of health and development programmes. • Demonstrated experience in working in challenging operating environments is an asset. • Experience in the monitoring and evaluation of health programmes is an asset. • Fluency in English both written and oral • Knowledge of Arabic is an Asset.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<ul style="list-style-type: none"> - Office space - Equipment (Laptop, phone, etc.) - Documents, reports and resources produced by the EU supported since its inception
<p>Other relevant information or special conditions, if any:</p>	
<p>Signature of Requesting Officer in Hiring Office: Ms. Frederika Meijer</p> <p>Date: 6 March 2022</p>	