# TERMS OF REFERENCE FOR CONSULTANT TO SUPPORT CONDUCTING THE ANNUAL SMART SURVEY IN JUR RIVER COUNY OF WESTERN BAHR GAZAL STATE, SOUTH SUDAN

**BACKGROUND**

Johanniter-Unfall-Hilfe is German NGO founded in 1952 in Germany, and is represented by almost 300 national, regional and local associations throughout the Federal Republic of Germany. The organization has been active in a broad range of social and charitable fields: from outpatient care to child and youth services to international humanitarian and development assistance projects.

Johanniter International Assistance is a department within Johanniter-Unfall-Hilfe for development cooperation and humanitarian aid implementing and supporting projects worldwide. It mainly focuses on three areas: primary health care (including nutrition and WASH), disaster response and preparedness, and rehabilitation programmes for people with physical disabilities.

The overall objective of Johanniter in South Sudan is to contribute to the efforts of Republic of South Sudan to reduce mortality and morbidity by improving health and nutrition status and reducing vulnerability of people. Furthermore, improved access to water, sanitation and hygiene and improved food security is an essential component of Johanniter’s South Sudan Program.

In South Sudan, Johanniter provided assistance in Jonglei State from 2005 to 2007 rehabilitating Bor hospital and providing emergency medical assistance through mobile health units and PHCUs. Due to security reasons, Johanniter left South Sudan in 2008 but returned in October 2011 to resume provision of health service to underserved communities. Currently, Johanniter has projects in Western Equatoria and Western Bahr Gazal States on primary health care, nutrition, sanitation and food security and livelihood.

To conduct the Nutrition SMART survey in Jur River County of Western Bahr Gazal State, Johanniter is looking for consultant to assist the Programme Coordinator in undertaking the survey. The project summary and expectation from the consultant are summarized below.

**PROJECT SUMMARY**

Johanniter has been implementing an Integrated Food and Nutrition Security Programme in Jur River, Western Bahr el Ghazal, South Sudan since September 2014. The project aims to prevent malnutrition by use of an integrated approach that aims to:

* Improve the agricultural productivity,
* Timely identify and treat cases of moderate and severe acute malnutrition,
* Change the knowledge and practices of mothers and care takers on infant and young child feeding practices and
* Improve sanitation status of the community through their empowerment.

Additionally, the project endeavors to assist targeted households to have alternative means of income generation so as to enable them access other food items which are essential part of nutrition but might not be available at home. For malnourished children malnourished, the project works with the State Ministry of Health, the County Health Department, Community Volunteers for timely identification and treatment in community based nutrition sites and health facilities through referral and linkage. This integrated approach is designed based on internationally recognized conceptual framework of malnutrition and has shown to be successful in reducing rate of malnutrition.[[1]](#footnote-1)

The project is implemented jointly by Johanniter and Veterinaries Sans Frontiers (VSF) Germany with Johanniter being the lead agency and contracting partner to BMZ, World Food Programme and Unicef who are the main donors of the project. Both Johanniter and VSF have experience of operating other projects within the State and have established strong links with local authority, the community and structures which will further facilitate the implementation of this project. Johanniter is responsible for nutrition and sanitation component of the project whereas VSF is managing the food security and livelihood component of the project considering the respective organizations technical expertise and experience.

**PURPOSE OF THE SMART SURVEY**

VSF Germany is responsible for the Food Security component of the project, including undertaking Surveys and assessments. The Food security project component is therefore not part of the surveyed component. The nutrition component of the project has activities focusing on Out-Patient Therapeutic Care (OTP), Targeted Supplementary Feeding Programme (TSFP) and Infant and Young Child Feeding Practices (IYCF) across all the Payams of the County. As part of the project design and as mandated by the National Nutrition Cluster, an annual nutritional survey is recommended for purpose of monitoring the nutrition situation of the county and to an extent to determine the impact of the implemented interventions. Johanniter also implements a sanitation component and this will be included in the SMART survey. SMART Surveys were conducted in July 2014 and June 2015 by Johanniter in the same County.

The result of the survey will inform the program progress towards the project outcome as well as form a basis for adjusting the modalities of implementation of nutrition program in the county .The survey will be conducted in June so that the results are comparable with the SMART survey conducted in the same month last year. Mortality data will not be collected, similarly to the 2015 Survey.

**Objectives of the Survey:**

1. To determine the prevalence of Global and Severe Acute Malnutrition(GAM and SAM) among children aged 6 to 59 months
2. To assess the recent morbidity status among children 6- 59 months
3. To assess measles immunization coverage among children 6-59 months
4. To estimate the prevalence of malnutrition among pregnant and lactating women (PLWs) using Mid-Upper Arm Circumference (MUAC)
5. To determine hygiene and sanitation status of households including sources of drinking water, Household Water treatment and Storage and use of latrine.
6. To assess the infant and young child feeding practices

**Methodology**

ENA for SMART software (April 2015 version) will be used to calculate the sample size. The sample size for anthropometry will be calculated using the parameters stipulated in the ENA Software. Two stage cluster sampling will be used for selecting households for the survey using villages as cluster.

**The Project Coordinator will have the responsibility to:**

1. Design and Disseminate the Survey Protocol to the relevant Technical Working Group in the National Nutrition Cluster.
2. Develop the Survey questionnaire and seasonal calendar of events
3. Ensure development the Terms of Reference for and recruitment of the data collection and entry team.
4. Organise and take the lead on training the training the Survey Team
5. Ensure security of field teams and ensure availability of required logistical
6. Provide required data collection equipment (Anthropometry equipment, referral slips)
7. Present the preliminary results to the State Nutrition Working Group and National Nutrition Cluster
8. Support the development of the final survey report

**The consultant will:**

1. Support the training of the data collection team (Conduct and analyse pre and post- test training results) support development of training schedule and facilitation of training sessions).
2. Determine the composition and form the survey team
3. Develop the Enumerator Guide for Data Collection Procedure
4. Conduct standardization and pilot test
5. Lead on the survey logistics (movement plans, sequence of data collection/mapping of selected villages)
6. Coordinate the data collection exercise from the field to ensure quality data is collected. This will involve developing quality control guide, supporting the team in sampling of households, supporting in taking of the anthropometric measurements, completing the WASH and IYCF questionnaire, addressing concerns arising from special cases, tracing absent or missing households and referral of malnourished cases to nutrition centers
7. Collect and check completed questionnaires from survey teams to ensure correct and accurate data are entered and hand them over to the PC for final checking.
8. Provide feedback to survey teams on results of plausibility tests and follow up to ensure flagged errors are corrected.
9. Support the data entry officer to ensure data is entered correctly and efficiently.
10. Support the PC in developing, disseminating and finalizing the SMART Survey Report

**Expected deliverables:**

The following are the key deliverables for the consultants for the survey

* Completed Training Report detailing survey teams compositions and results of the pre- and post- training results.
* Survey standardization test and daily plausibility reports.
* Selected villages mapping document for the data collection
* Enumerator guide document detailing operational definition of terms, special cases and standardized data collection procedure
* Survey quality control guide document developed
* Raw data Derived from ENA Software for the completed questionnaires
* Preliminary survey results document and feedback from State and National NTWG
* 3 hard Copies of The Final SMART Survey Report

**TIME FRAME OF THE ASSIGNMENT**

The Survey is expected to be conducted in July 2016 with preferred start date of 1st of June 2016, with maximum of 5 weeks for completion of all tasks including draft and final report.

**Expertise required**:

* Minimum of a Graduate degree in food security, nutrition, project management or community development studies with proven experience in qualitative and quantitative data collection and analysis
* Proven experience in conducting research.
* Previous proven experience conducting SMART Surveys and knowledge of the ENA Software
* Strong command of the English language. Knowledge of Arabic/Luo/Dinka language useful in data collection will be an added advantage
* Proven skills in data analysis and statistics
* Ability to train, guide and supervise a data collection team
* Ability to work independently
* Commitment to and understanding of internationally recognized values and principles of child protection and working with people with disabilities

**Supervision and management**

Johanniter PC will supervise the Consultant. The consultant is expected to work closely with the PC and interact a lot with Johanniter’s team in Wau. Specifically, the consultant will report to the Project Coordinator.

**Terms and conditions**

* **Logistics:** Johanniter will cover the cost of the consultant’s travel from Juba to Wau at the beginning of the assignment and from Wau to Juba at the end of accomplishing the survey. The consultant will be responsible for accommodation, feeding and other personal daily expenses
* **Professional fee:** the consultant is expected to provide financial proposal that shows the rate and total cost
* **Tax and insurance**: The consultant/s shall be responsible for his/her income tax and/or insurance during the assignment
* **Code of conduct:** Because Johanniter’s work is based on deeply held values and principles, it is essential that our commitment to humanitarian principles is supported and demonstrated by all members of staff. Johanniter’s Code of Conduct sets out the standards which all staff members must adhere to. The consultant is bound by the principles and conditions of Johanniter’s Code of Conduct.
* A contract will be signed by the consultant upon commencement of the survey which will detail additional terms and conditions of service, aspects on inputs and deliverables

**Application required**

All expressions of interest should include:

* **Cover letter**: A short (maximum one page) letter addressing the survey criteria
* **Technical Proposal** **(maximum 4 pages)** highlighting: brief explanation about previous experience in conducting the SMART Survey; understanding of the TOR, description of the stipulated Survey data collection methodology and the task to be accomplished as well as draft survey framework and work plan. Detailed CV should be annexed to the technical proposal
* **Financial Proposal:** The financial proposal should provide cost estimates for services rendered including daily consultancy fees including accommodation and living costs; transport cost (if international),.
* Stationery for the survey and Data processing costs will be covered by Johanniter.

Interested applicants are requested to submit the mentioned documents by May 24th , 2016 through e-mail to  **abigael.nyukuri@thejohanniter.org**

1. Synthesis of guiding principles on agriculture programming for nutrition, FAO, 2013 [↑](#footnote-ref-1)