

IMPACT HEALTH ORGANISATION

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Call for consultancy Services Terms of Reference

IHO-CN00Review the Roadmap/contingency plan and integrate ASRH to address the SRHR needs of young people before, during and after the crisis

TITLE: Review the Roadmap/contingency plan and integrate ASRH to address the SRHR needs of young people before, during and after the crisis

DUTY STATION: Juba South Sudan

EXPECTED START DATE: 10-09-2024

BACKGROUND / PROJECT DESCRIPTION

South Sudan continues to face complex humanitarian crises resulting from regional and internal conflict, seasonal floods and draught due extreme weather conditions leading to displacement and suffering of people. The recent influx of returnees and refugees because of the Sudan Crisis has further worsened the situation of people especially those in Upper Nile state, increasing need for assistance including meeting the sexual and reproductive health needs of adolescents and young people.

Adolescents are in rapidly growing segment of the worlds population, they account for nearly a quarter of the 1.4 billion people who are living in countries affected by crisis and fragility, yet adolescents are chronically overlooked in emergencies and their capabilities and aspirations often remain unrecognized in humanitarian action.

Emergencies and protracted conflicts in South Sudan has disrupted the support systems that many adolescents rely on, such as family, social and economic structures. In these settings, education, social support and health systems are suspended or unavailable ,leaving many adolescents without access to SRH information and services. Without targeted interventions, adolescents face unique crisis. They are the group most likely to drop out of school in times of o crisis and economic hardship leaving them at high risk of child labor , forced recruitment and forced marriage.

Given the complex challenges faced by adolescents during emergencies situation, Impact Health Organization in collaboration with the Ministry of Health with support from UNFPA plans to review existing Crisis roadmap/contingency plan to ensure that SRHR needs of young people are considered through out all phases of crisis management by integrating ASRH into the existing Contingency Plans. This initiative seeks to provide young people with comprehensiv support that addresses their SRHR needs holistically. This activity will particularly target Upper Nile state which has been greatly affected by the recent Sudan Crisis in additional to seasonal floods. We will engage different stakeholders at state level and national level to ensure ASRH is integrated in the existing state and national Contingency plan. The ultimate goal is to ensure ASRH needs of adolescents are addressed in humanitarian settings and reduce barriers for adolescents to meet their dreams during crisis



OBJECTIVES

The main objective of this consultancy is to ensure that the SRHR needs of adolescents are effectively addressed before, during, and after crisis.

Specifically

1. To review the Existing Contingency Plan/Roadmap both at national and state level and highlight gaps in addressing SRHR needs for adolescents.
2. To integrate ASRH into the existing contingency plans to address SRHR needs of young people before, during and after the crisis.

Functions and Duties to be Performed by the Consultant.

1. Activity oversight: The consultant will have overall responsibility for the design, execution, and implementation of this assignment. This includes developing the approach, setting timelines, and ensuring that the assignment objectives are met.
2. Stakeholder engagement. The consultant will be expected to engage key stakeholders such as the Ministry of Humanitarian Affairs, Ministry of Health, UN-OCHA, WHO and Health Cluster. This engagement will act as inception meeting aiming at introducing the activity and gaining commitment of stakeholders towards achieving this activity.
3. Thorough review of existing contingency plans for responding to crisis . The aim will be to identify gaps in addressing ASRH needs and aid development of tailored interventions that prioritize the sexual and reproductive health rights of young individuals before, during and after emergencies.
4. Consultative meetings with young people. The consultant is expected to conduct consultative meeting with young people particularly those from areas affected with crisis to take note of their views and ASRH needs(At least 50 young people). The consultant may be expected to travel to Renk and Malakal County to conduct these meetings.
5. Consultative workshop. The consultant will be expected to conduct small group consultative meetings to get views and inputs of technical individuals in the field of ASRH in regards to ASRH in emergency package.

TARGET GROUP

The target group for this assignment includes:

1. MoH Team: This group includes professionals from the Ministry of Health who are responsible for formulating and implementing sexual and reproductive health policies and programs at the national level. . The MoH team's involvement in the process is essential to ensure that the ASRH in emergency package aligns with national policies and strategies.
2. ASRH Implementing Partners (IPs) and Donors: These organizations work closely with the MoH to implement adolescent sexual and reproductive health programs at the grassroots level. They have hands-on experience with program implementation, community engagement, and working with young people. The ASRH IPs' participation in the review process ensures that the package is practical, feasible, and resonates with on-ground realities.
3. Young People: The ultimate beneficiaries of the ASRH in emergency package is young people. Engaging young people in the review process is crucial to ensure that their voices, perspectives, needs, and challenges are adequately represented. By doing so, the package will be more effective in addressing their sexual and reproductive health concerns within humanitarian settings.



EXPECTED, DELIVERABLES, PAYMENT MILESTONES AND DURATION

Expected Deliverables:

1. Inception report: A detailed inception report highlighting clear understanding of the assignment, proposed methodology to be used and identified gaps in the existing contingency plans. This should be submitted within 4 days of the consultancy commencement.
2. Draft ASRH in emergency package: A comprehensive draft ASRH in emergency package will be developed as a result of the gaps identified in the existing contingency plans/Roadmap. This draft will be expected within 3 weeks from the consultancy commencement.
3. Final ASRH in emergency package: A comprehensive ASRH in emergency package detailing response activities before, during and after the emergency. This will be expected within 4 weeks of the consultancy.
4. Presentation and validation of the ASRH in emergency package. A presentation of the final package to key stakeholders including implementing partners and young people. This may include a webinar or a physical meeting, depending on the preference of stakeholders.

Duration:

The activity duration is estimated to be 20 working days.

INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS:

The consultant will play a pivotal role in the review of the Roadmap/contingency plan and integrate ASRH to address the SRHR needs of young people before, during and after the crisis. The consultant will work closely with the Ministry of Health, Implementing partners and young people throughout the process. He/she will be responsible for the following.



1. Activity Design and Planning: The Consultant will engage with IHO, UNFPA and MOH to align the assignment objectives ensuring that it addresses the critical ASRH needs of young people in emergency situations.
2. Coordinating and facilitating the review process involving all key stakeholders and young people. The consultant will take lead in consolidating inputs from different stakeholders during the review process.
3. Develop the national Package for ASRH in emergency to be integrated in contingency plans before, during and after emergencies.

Impact Health Organization (IHO) will play the following roles.

1. Providing the consultant with necessary logistics support.
2. Work with the Ministry of Health to mobilize stakeholders and logistically support during the review process.

QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONSULTANT.

The consultant who will be leading the review of the Roadmap/contingency plan and integrate ASRH to address the SRHR needs of young people before, during and after the crisis should possess a combination of education, experience, and skills to effectively carry out the assignment. Here are the qualifications that the successful individual consultant should have:

Education: The consultant should have at least a Master's degree in Public Health, Social Work, Psychology, Gender Studies, or a related field. A degree in medical or nursing fields with a focus on adolescent health or sexual and reproductive health would also be relevant.

Experience: The consultant should have at least 10 years of experience in designing, implementing, and evaluating ASRH programs in humanitarian settings. Experience working with UN agencies, international organizations, or government bodies would be an advantage. The consultant should also have experience in conducting reviews and developing toolkits or guidelines for ASRH programs.

Skills: The consultant should possess excellent analytical, writing, and communication skills. They should be able to facilitate meetings and workshops with diverse stakeholders, including young people, MoH team, IHO, UNFPA team, and ASRH IPs. The consultant should be proficient in using MS Office applications and have experience in using online collaboration tools such as Zoom, Google Meet, or Microsoft Teams. Knowledge of qualitative and quantitative research methods would be an advantage.

Personal Qualities: The consultant should have a strong commitment to advancing ASRH among young people in humanitarian settings. They should be respectful of diverse cultures and perspectives and have a proven track record of working collaboratively with different stakeholders. The consultant should also be adaptable and able to work under tight deadlines and in challenging environments.

CRITERIA FOR SELECTING THE BEST OFFER:

The selection of a consultant for the "Review the Roadmap/contingency plan and integrate ASRH to address the SRHR needs of young people before, during and after the crisis activity" will undergo a rigorous process to ensure the chosen individual possesses the necessary skills, experience, and commitment to deliver a high-quality, impactful outcome. Here are some key criteria to consider when evaluating potential candidates:

1. Technical Expertise:

ASRH Knowledge: The consultant should demonstrate a deep understanding of Adolescent Sexual and Reproductive Health (ASRH) issues, including relevant policies, programs, and best practices. This includes familiarity with the specific needs of adolescents in humanitarian settings.

Toolkit Development: Proven experience in developing and adapting toolkits for health education and training programs is essential. The consultant should be familiar with different toolkit formats, including their structure, content, and delivery mechanisms.

Humanitarian Context: Understanding the unique challenges and complexities of providing ASRH services in humanitarian settings is crucial. This includes knowledge of relevant international guidelines, ethical considerations, and cultural sensitivities.

2. Experience and Qualifications:

Relevant Experience: The consultant should have a demonstrable track record of working on ASRH projects, preferably in humanitarian settings. This could include experience with NGOs, government agencies, or research institutions.

Training and Education: A relevant academic background in public health, social work, education, or a related field is highly desirable. The consultant should possess a strong understanding of research



methodologies and data analysis.

Communication and Facilitation Skills: The consultant must be able to effectively communicate with diverse stakeholders, including government officials, health professionals, young people, and community members. Strong facilitation skills are essential for leading workshops and engaging participants in the review and adaptation process.

3. Commitment and Collaboration:

Teamwork: The consultant should be a team player and demonstrate a willingness to collaborate effectively with the MoH Team, IHO, UNFPA Team, ASRH IPs, and young people.

Time Management and Organization: The consultant must be able to manage their time effectively and meet deadlines. They should be organized and detail-oriented to ensure the smooth implementation of the project.

Ethical Considerations: The consultant should be committed to upholding ethical principles and ensuring the safety and well-being of all participants involved in the project.

4. Additional Considerations:

Language Proficiency: Fluency in the local language(s) of the target population is highly advantageous.

Cultural Sensitivity: The consultant should be aware of and sensitive to cultural norms and values within the target community.

Budget and Timeline: The consultant should be able to work within the allocated budget and timeline for the project.

Evaluation Process:

The selection process should involve a multi-step approach to ensure a thorough evaluation of candidates. This will include:

Initial Screening: Reviewing applications and CVs to identify candidates who meet the minimum criteria.

Shortlisting: Selecting a smaller pool of candidates for further evaluation.

Interviews: Conducting structured interviews to assess candidates' technical expertise, experience, and communication skills.

Reference Checks: Contacting previous employers or collaborators to verify the candidate's qualifications and work performance.

Proposal Review: Evaluating the consultant's proposed methodology, timeline, and budget for the project.

Interested candidates should submit their proposals according to the guidelines below:

1. Proposal Format.

The proposal should be typed, using Arial 12-point font with margins of at least 1 inch on all sides.

Pages should be numbered consecutively in the lower right corner of each page.

Use section headings and subheadings to clearly organize the proposal content.

The proposal should not exceed 10 pages, including all annexes and attachments.



GUIDELINE FOR SUBMISSION OF PROPOSAL:



CONFIDENTIALITY AND PROPRIETARY INTERESTS:

2. Proposal Content Requirements

The proposal should include the following information:

Cover Letter: A brief introduction of the applicant, highlighting qualifications relevant to the assignment.

Executive Summary: A concise summary of the proposed approach, methodology, timeline, and expected outcomes. **Technical Approach:** A detailed description of how the applicant intends to conduct the review process, including:

Strategies to liaise with MoH Team, IHO, UNFPA Team, ASRH IPs, and young people during the review process.

Qualifications and Experience: Evidence of relevant experience in conducting similar reviews or evaluations in adolescent health or humanitarian settings (attach CVs or relevant documents).

Describe previous assignments that demonstrate expertise in: Adolescent sexual and reproductive health (ASRH) programs or initiatives;

Collaboration with governments, international organizations (e.g., UNFPA), IPs, and young people; and

Consolidating research or program materials into practical toolkits or guides for field application.

Timeline: A detailed plan outlining estimated timeframes for each phase of the review process leading up to submission of the final National ASRH Tool Kit (not exceeding 1 month). Please note that any deviation from this proposed timeline should be justified in advance with a compelling explanation acceptable to both IHO and UNFPA Teams.

Budget: An itemized budget detailing all anticipated costs associated with carrying out this assignment (including professional fees for consultant, communication expenses, travel costs if necessary).

As a consultant, there are several confidentiality interests that must be taken into account to ensure the integrity and success of the project to Review the Roadmap/contingency plan and integrate ASRH to address the SRHR needs of young people before, during and after the crisis. These interests include:

Protection of Personal Information: The consultant will have access to personal information of various stakeholders involved in the project, such as team members from the MoH, IHO, UNFPA, ASRH IPs, and young people. It is essential to maintain the confidentiality of this information and use it solely for the purpose of the project.

Proprietary Information: The consultant must respect the intellectual property rights of different institutions and not disclose any proprietary information without proper authorization.

Confidentiality Agreements: The consultant may be required to sign confidentiality agreements with the organizations involved in the project. These agreements will outline the specific confidentiality interests and obligations of the consultant.

Proprietary Interests of the Consultant. While the consultant does not have any proprietary interests in this project, it is important to note that any contributions made by the consultant during the course of the project may be considered as work for hire and owned by the respective organizations. Therefore, the consultant should clarify ownership rights and any potential compensation for

any significant contributions made during the project. Additionally, if the consultant uses any pre-existing materials or methods in their work on the activity, they must ensure that they have appropriate rights to use such materials and that their use does not infringe on any third-party rights.

HOW TO APPLY:

Interested consultants should submit their applications to:
tenderss@ihosavinglives.org, cc: pm@ihosavinglives.org,
procure@ihosavinglives.org, tenderss@ihosavinglives.org

The closing date for applications is 07/09/2024 at 5:00 PM and application will be selected on rolling basis.

