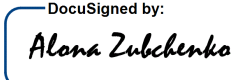


TERMS OF REFERENCE	
Hiring Office:	UNFPA Ukraine
Title:	Technical Advisor on Deployment of GBV Essential Service Network
CoA:	UKR03GBV USB09 BHGBSERV (8.3)
Purpose of consultancy:	<p>As part of UNFPA Ukraine CO humanitarian response, the GBV Response and Prevention Programme aims to strengthen DV/GBV response and prevention mechanisms and service provision at the community level to ensure that survivors and people at risk have sound protection and security from DV/GBV.</p> <p>With the funding of donors of UNFPA, Fund plans to enable access of survivors and community members in at least 70 target communities to quality survivor-oriented assistance by establishing an ‘essential service network’ and ensuring sound multisectoral coordination and referral.</p> <p>The National Consultant will provide regular consultations to UNFPA work in target communities, including establishment of a strong dialogue with community authorities, facilitation the creation of an ‘essential service network’, strengthen multisectoral coordination of DV/GBV response and prevention and advocate for effective referral of survivors, including as part of robust GBV case management.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The assignment aims at provision of regular technical consultations to UNFPA GBV team on facilitating the work in the establishment of an effective ‘essential service network’ in target communities. Particularly the National Consultant will:</p> <ul style="list-style-type: none"> ● Analyse the existing service provision mechanisms and GBV specialised services in target communities, identify priority areas for UNFPA support to municipal GBV specialised services to ensure access of GBV survivors and people at risk to quality specialised assistance. ● Support development and instutialisation of PSS mobile teams network, including provision of expert advice and assistance in SOP review, referral pathways card development and reporting mechanism establishment. ● Advocate for the establishment of services (safe spaces for women and girls, psychosocial support mobile teams, psychosocial counselling points, daycare centres) and their integration into referral mechanisms at the community level. ● Support development of GBV case management system at the community and national level, ensuring the sound engagement of relevant services (general and specialised) and coordination of their response. This will imply assessing the existing setup for GBV case management as part of UNFPA GBV programming via monitoring visits, consultations with relevant stakeholders and preparing an assessment report along with a recommendations package for its further incorporation into the system of GBV specialised services in line with Ukrainian legislation. The assessment needs to be aligned with the Ministry of Social Policy planning for national case management for GBV cases system, including when/as applicable assessment of available policies and legislation, operational and technical opportunities of social services to provide case management assistance to GBV survivors and provide recommendations in enhancement of the system, approach and monitoring evaluation. ● Monitor operation of ‘essential service network’, identify solutions to maximise the effectiveness of network operation at the community level and ensure their implementation in cooperation with communities authorities.

	<ul style="list-style-type: none"> ● Prepare recommendations for strengthening multisectoral coordination of GBV response and prevention at the community level per request in selected communities (up to 15). ● Advise UNFPA on optimal ways for deployment and effective operation of ‘essential service network’ at the community level, including as part of the transition to the post-war development phase. ● Analyze and report on effectiveness of UNFPA humanitarian interventions to enhance GBV specialized services in communities and capacity building activities for service providers in 2022-2025 years. ● Provide recommendations and expert comments in terms of institutionalization and sustainability of PSS mobile teams as well as strengthening of monitoring and evaluation of municipal PSS mobile teams work. ● Provide expert assistance to UNFPA and the Ministry of Social Policy in part of systematizing of formal reporting mechanism of GBV service operation and service provision. ● Carry out any other duties as may be required by UNFPA country office management. <p>The National Consultant will be required to make regular inputs to the UNFPA dashboard on the progress of ‘essential service networks’ deployment at the community level, keeping evidence-supported notes for every of the target communities according to the programmatic needs.</p>
<p>Duration and working schedule:</p>	<p>Starting date: 01 January 2025 Duration: till 15 August 2025</p> <p>The contract amount for the services provided in the mentioned period should not exceed USD 27, 030.00 (or USD 3,600.00 per deliverables).</p>
<p>Place where services are to be delivered:</p>	<p>Remote work, part-time</p>
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>Brief progress notes on work with target communities should be made electronically in the UNFPA progress dashboard document (access to which will be granted by UNFPA) weekly (on Mondays for the preceding week).</p> <p>A monthly progress report (up to 2 pages) in the UNFPA template should be submitted electronically by the 23rd day each month via email: zubchenko@unfpa.org accompanied by draft documents developed/reviewed.</p> <p>Final report on the assignment completion (up to 3 standard pages A4 in Ukrainian) to be delivered electronically via email zubchenko@unfpa.org with zamostian@unfpa.org and akhachatryan@unfpa.org in the copy by the end of the assignment before 15 August 2025 accompanied with the recommendations for further work in target communities.</p>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>Daily work monitoring will be done by Alona Zubchenko, UNFPA GBV Programme Manager, zubchenko@unfpa.org.</p>
<p>Supervisory arrangements:</p>	<p>The Consultant will be directly supervised by UNFPA GBV Programme Manager Alona Zubchenko.</p>

<p>Expected travel:</p>	<p>Travel to project communities in accordance with the scope of work and agreed with the UNFPA plan of field missions. Travel-related costs will be reimbursed by UNFPA upon acceptance of the mission report and supporting documents.</p>
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>Job requirements:</p> <ul style="list-style-type: none"> ● Minimum Master’s degree in social sciences, good governance, political sciences, public administration, gender studies, law or related areas; ● Strong knowledge of GBV response and social policy; ● At least 3 years of rigorous professional experience in public administration, social protection system or GBV response and prevention at the national or regional levels; ● Proven experience in coordination and cooperation with governmental and non-governmental counterparts at the national or regional levels; ● Strong systemic thinking and excellent interpersonal and analytical skills. <p>Languages: Fluency (oral and written) in Ukrainian. Knowledge of English will be an asset.</p>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>Additional services could be provided upon UNFPA request and authorisation.</p> <p>UNFPA will provide the consultant with a set of documents related to the scope of work and expected results. UNFPA may share the results of the previous interventions at the community level to facilitate the completion of the assignment.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>The consultancy fee will be paid per deliverables upon UNFPA’s approval of the Consultant’s monthly report and developed/reviewed documents.</p> <p>Any remarks, proposals, complaints or claims to the consultant regarding services being provided in line with these terms of reference should be submitted to the consultant in writing within 10 days of submission of consultancy deliverables or reports by the consultant.</p> <p>The scope of work to be performed by the consultant under these terms of reference, as well as other conditions of the consultancy, could be modified, if required, through a written agreement between the consultant and UNFPA.</p> <p>Intellectual property</p> <p>All information pertaining to this project (documentary, pictures, digital, cyber, project documents, etc.) belonging to UNFPA, which the consultant may come into contact with in the performance of his/her duties under the assignment shall remain the property of UNFPA, which shall have exclusive rights over their use. Except for purposes of this assignment, the information shall not be disclosed to the public nor used in whatever manner without written permission of UNFPA in line with the national and international Copyright Laws applicable.</p>
<p>Signature of Requesting Officer in Hiring Office:</p> <p>DocuSigned by:  Alona Zubchenko, GBV Programme Manager, UNFPA</p>	
<p>Signature of IC:</p>	