

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	United Nations Population Fund (UNFPA)
Purpose of consultancy:	<p>Heavy rains, flooding and landslides in March and April 2019 caused loss of lives, displacement and extensive destruction in the Islamic Republic of Iran. Twenty-five of 31 provinces were affected with Golestan, Khuzestan, Lorestan and Ilam most heavily hit.</p> <p>An extensive national effort involving the Government, line ministries, Iranian Red Crescent Society (IRCS) and local communities have provided the bulk of support. In addition, international communities including UN agencies as well as NGOs have provided certain assistance and responded to the most urgent needs of affected people. However, due to scope of the emergency, the Government of Iran (Gol) has requested the support of the UN to initiate the Post Disaster Needs Assessment (PDNA) in selected areas.</p> <p>The assessment will be organized along the sector lines and will include those sectors which are most affected by floods such as Social, Productive, Infrastructure sectors, as well key cross-cutting sectors including Gender.</p> <p>The Gender Sector Assessment is the basis for the cross-sectoral gender analysis of all sectors in order to ensure that recovery interventions are relevant, effective and sustainable for women and men through the deployment of various gender-sensitive methodologies and sector-specific questions.</p> <p>According to the role of UNFPA as the lead agency for cross-cutting sector of gender, a technical support in the form of consultancy is needed to ensure that the entire process of sector assessment and report is gender sensitive and responsive.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The consultant contributes and provides technical support to the identified sector assessment teams as well as UNFPA and government partners to:</p> <ul style="list-style-type: none"> • strive and advise the PDNA coordinator on the composition of the assessment teams to ensure gender balance; • promote and facilitate equal opportunities for women and men in the assessment process and all recovery interventions; • Support compilation of quantitative and qualitative pre-disaster demographic and sector-specific data disaggregated by sex and age from the affected areas; • Provide advice and support in the collection and analysis of data disaggregated by sex and age, as well as gender-sensitive information throughout the assessment, including questionnaire and other tools as necessary; • Compile pre-disaster information on the roles, responsibilities, status of women, men, boys, girls, and marginalized communities from the affected areas as well any related data on specific risks and vulnerabilities faced by them; • Identify practices, norms and regulations that contribute to the vulnerability experienced by women, men, boys, girls and marginalized communities subject to availability of information as well time, • Provides recommendations about methodological approaches appropriate for identifying the impact of the disaster on, and coping strategies of, women, men, boys and girls; • Participates as a member of an assessment team as required and provides necessary training/orientation to assessment teams on specific risks and vulnerabilities faced by women and girls and protection concerns experience before and after disaster • participates in the analysis, drafting and review of the PDNA and sectoral reports as well as final consolidated report to ensure that: (i) specific and differential needs of women and girls are reflected; and (ii) proposed recovery projects address those needs and reinforce spontaneous recovery efforts; • Substantively participates in the lessons learned process and makes recommendations if necessary.
Duration and working schedule:	The consultancy is requested for twenty working days (between 25/06/2019 – 15/08/2019)
Place where services are to be delivered:	The assessment will focus on the disaster affected areas (Lorestan, Golestan and Khuzestan province as this first priority areas identified by the Government). There is need for travel to the affected areas as required and explained below.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	The consultant will in line with the PDNA timeline as follows: <ul style="list-style-type: none"> ✓ Facilitate preparatory workshop by last week of June 2019 ✓ Support in data collection phase by first week of July 2019 ✓ Support in data analysis and report writing by 28 July 2019
Monitoring and progress control, including reporting requirements,	UNFPA will provide the consultant with monitoring mechanism as well as progress report tool.

periodicity format and deadline:	
Supervisory arrangements:	The consultant will work closely with the UNFPA PDNA Focal Point (team) including the UNFPA Technical Specialist from the Asia and Pacific Regional Office (APRO). In collaboration with UNFPA, the consultant will also provide technical support and advice to the Vice Presidency Office of Women Affairs (VPWA) as the lead organization in the area of gender cross-cutting sector.
Expected travel:	The consultant is required to travel for field visit in some of the affected areas by flood in Golestan, Lorestan and/or Khuzestan.
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Advance university degree in social science, public health and other relevant areas. • At least 10 years of experience working on gender and gender mainstreaming, including conducting gender analysis using secondary data; • Excellent analytical and writing skills • Experience in humanitarian settings (programming, research) will be highly desirable • Excellent interpersonal skills and ability to establish and maintain effective dialogues and working relations in a multi-sectoral exercise • Fluency in written and oral English and Farsi is required. • Knowledge of the country and the country's socio-economic context.
How to Apply	Applicants with the required qualifications and experience should submit a copy of curriculum vitae (CV) and motivation letter to UNFPA registry at iran.office@unfpa.org
Closing Date	20 June 2019(17:00pm Tehran time)
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	The incumbent will receive the benefits in line with UNFPA IC policy equivalent to NOD level step-1
Other relevant information or special conditions, if any:	<ul style="list-style-type: none"> • -There is no application, processing or other fee at any stage of the application process • -UNFPA does not solicit or screen for information in respect of HIV/AIDS or disabilities and does not discriminate on the basis of HIV/AIDS status or disabilities • -Only those candidates who meet all qualifications and experience will be contacted for further consideration.