

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT**

<b>TERMS OF REFERENCE (to be completed by Hiring Office)</b>	
Hiring Office:	UNFPA ASRO
Purpose of consultancy:	<p>The Youth, HIV/AIDS Technical Adviser (consultant) will provide strategic technical and programmatic leadership for the region in areas of youth and HIV to ensure that the RO and COs remain abreast of the Fund's policy and programming as well as current thinking and academic advance in a given substantive areas of the ICPD Programme of Action. S/He maintains primary responsibility for coordination of provision of technical assistance and programme support to the countries of the region in the areas of youth and HIV. S/he analyses continental as well as specific regional/cluster trends and contributes to strategic action in response to these, contributing to the monitoring of UNFPA substantive areas being firmly placed within national development frameworks and programmes, including achievement of the MDGs and advancement of the emerging development agenda.</p> <p>Responsibilities of the Technical Adviser include: to support the implementation of UNFPA's strategic plan, through the regional interventions established in the GRI. to identify new and emerging needs and new delivery modalities for technical guidance and support; to develop and maintain technical partnerships in the region; and, to ensure that technical knowledge is updated, generated, collected and disseminated for effective technical support, capacity building and policy dialogue. Adviser is also tasked with co-chairing the Regional UNDG Inter-Agency Technical Task Team for Young People and co-leading an implementation of the R/UNDG Strategic Action Framework for Young People.</p> <p>In all activities, s/he works within an inter-disciplinary team providing integrated programme and technical support to the field offices and implementing partners. S/he also liaises with other units, such as the Programme and Technical Divisions, DGM and the UNFPA Technical network, ensuring the timeliness, adequacy, relevance and quality of technical support to UNFPA operations.</p>
Scope of work:  <i>(Description of services, activities, or outputs)</i>	<p><b><u>Main Tasks and Accountabilities:</u></b></p> <p>The primary roles of the Technical Adviser are:</p> <ul style="list-style-type: none"> <li>A. Strategic technical assistance in the areas of youth and HIV,</li> <li>B. Quality control of technical reports, studies and briefs</li> <li>C. Drafting of cogent analytical technical documents for evidence based policy dialogue</li> <li>D: Evidence and knowledge development and dissemination</li> <li>E. Effective programme and project results based management and coordination of knowledge networks</li> <li>F. Technical representation in specialized workshops, forums and conferences</li> </ul> <p><b>A. Strategic technical assistance, monitoring and oversight</b></p> <ul style="list-style-type: none"> <li>• Keep abreast of new developments in the areas of youth, as well as HIV in view of technical and related programme leadership, management advice and strategic support and guidance to country offices in the region identify and establish partnerships with a network of technical experts and centers of excellence in order to provide specialized technical assistance to country offices and national counterparts in the region, playing a substantive role in the changing development agenda, and in policy dialogue;</li> <li>• Contribute to the development and implementation of an integrated strategy for the delivery of technical assistance and programme support in the region;</li> <li>• In the areas of youth, as well as HIV, manage substantial inputs and provide support to implementation of a regional interventions, grounded in sound substantive bases and responsive to region and countries' priorities;</li> <li>• Contribute to the substantive elaboration of UNFPA Strategic Plan and to its implementation in the region;</li> </ul>

- Contribute to the development, implementation and monitoring of regional strategies in the region;
- Identify and analyze trends, threats and risks in youth and HIV that may affect the ICPD and global development agenda 2030 /SDGs and UNFPA's work within the region;
- Scan the environment in the region to identify tendencies in gender and youth, and ensure that they are appropriately addressed at the regional and/or sub-regional levels;
- Identify requirements for and contribute to the development of new or updated policies, positioning, frameworks, guidance, standards, instruments and tools;
- Participate in the UNFPA technical networks in youth and HIV, maintaining communication and feedback loops on all substantive work; and
- Coach and manage programme specialist, junior professional staff and associates, direct expert consultants and facilitate working groups and task teams.

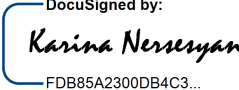

#### **B. Quality control of technical support and capacity development**

- Advise the SRO and COs on the implementation and proper application of UNFPA policies, strategies, guidelines and tools on substantive matters in the region, ensuring consistency and coherence in addressing priorities for UNFPA;
- Ensure that state-of-the-art thinking and research is integrated within the work of the sub-regional offices and partnership networks;
- Review products of technical support at key stages of UNFPA, UN, and national development planning exercises;
- Analyze technical and programmatic and substantive reports from the field and recommend required follow-up actions;
- Organize or contribute to regional and inter-country training activities in youth and HIV for capacity development of RO/COs/national/regional counterparts;
- Support the regional adaptation of training materials, manuals and tools in HIV and youth and ensure their availability and promote their use for capacity development;
- Contribute to the development and implementation of a regional integrated technical delivery strategy to strengthen capacities in the region, and guide the management of this system;
- Support the development of (sub) regional institutional capacities for delivering high-quality technical support in select areas of UNFPA's mandate;
- Monitor the quality of the technical support received at the country level, in the area of
- expertise, for effective policy dialogue and programming;
- Initiate, develop, strengthen and monitor substantive and intellectual regional partnerships in the area of youth, HIV, including for South-South technical support to countries and for the implementation of the regional programme;

#### **C. Evidence and knowledge development and dissemination**

- Play a key role in building up, coordinating and monitoring the regional knowledge platform in their areas of expertise and competency;
- Contribute to developing a mechanism to share technical skills and knowledge within and among programme countries and/or other regions in youth and HIV;
- Facilitate and help maintain and make accessible data bases on best practices, partnerships and consultant rosters and help ensure their accessibility;
- Lead the analysis and synthesis of substantive trends, emerging needs and research findings in the region in order to produce new, cutting edge technical knowledge and documents;
- Prepare white papers, briefing and materials for evidence-based policy dialogues at regional level, provide similar support at the request of country offices;
- Disseminate and promote the use of state-of-the-art technical knowledge, evidence, lessons learned, and success stories and ensure their use to improve the effectiveness of UNFPA operations.
- Monitor and analyze reports on humanitarian, economic, political and social factors in development and management of population and development programmes;
- Collect, analyze and synthesize information/data and experience on programme priorities to be used in regional and global advocacy and for resource mobilization;
- Contribute to the advocacy efforts to advance the ICPD agenda and the attainment of SDG targets and indicators at the regional level; and
- Contribute evidence-based and knowledge sharing in the area of work, and regional experiences of working with UN-wide frameworks and instruments related to the new aid environment.

	<p><b>D. Management and coordination of knowledge networks</b></p> <ul style="list-style-type: none"> <li>• Coordinate overall provision of technical support to the country offices in the region in areas of youth and HIV;</li> <li>• Develop and co-ordinate the substantive elements of partnerships and collaboration in youth and HIV, with other UN agencies, including in the context of the UNDG, and strengthening the UN's capacity to deliver together on youth and HIV, particularly with regional technical arms of these agencies, as well as with regional institutions;</li> <li>• Identify sources of technical knowledge among institutions and consultants; and</li> <li>• Establish and maintain relationships with institutions in the region.</li> </ul> <p><b>E. Technical representation</b></p> <ul style="list-style-type: none"> <li>• Represent UNFPA on substantive issues in the region and elaborate UNFPA's substantive regional and global perspectives in youth and HIV;</li> <li>• Participate in policy dialogue, and advocate for substantive issues in international, inter-governmental, U.N., and other policy and technical meetings and fora;</li> <li>• Collaborate on substantive issues with UN agencies, academia, research and training institutions, think tanks, centers of excellence, professional societies in the region; and</li> <li>• Carry out any other duties as may be requested by the Office of the Regional Director.</li> </ul>
Duration and working schedule:	(3 Months) [REDACTED]
Place where services are to be delivered:	Cairo, Egypt. The consultancy should be completed in person in Cairo Egypt ( ASRO Office)
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> <li>• All deliverables are to be approved by the DRD prior to finalization to ensure they meet quality criteria.</li> </ul>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> <li>• All deliverables are to be approved by DRD prior to finalization to ensure they meet quality criteria.</li> </ul>
Supervisory arrangements:	The Consultant will report to the Deputy Regional Director
Expected travel:	TBC
Required expertise, qualifications and competencies, including language requirements:	<p><b><u>Education:</u></b></p> <p>Post-graduate University Degree or equivalent in public health, medicine, sociology, demography, gender, health education, epidemiology, behavioral studies, communication or other related field. The graduate or post graduate degree must be directly related to the substantive area identified in the title of the post.</p> <p><b><u>Knowledge and Experience:</u></b></p> <ul style="list-style-type: none"> <li>• 10 years of increasingly responsible professional experience in the substantive area, of which seven years at the international level;</li> <li>• Sound knowledge of adolescent and youth sexual and reproductive health and development;</li> <li>• Experience in HIV prevention programming with focus at programming for key populations;</li> <li>• Understanding of Human Rights gender, and cultural dimensions of HIV/AIDS is essential</li> <li>• Experience in culturally sensitive programming is essential</li> <li>• Strong track record of technical leadership, coordination of UN agencies and proven ability to produce demonstrable results;</li> </ul>

	<ul style="list-style-type: none"> <li>• Knowledge and experience of working with Civil Society is an asset</li> <li>• Demonstrated expertise in the substantive area of work; and programme experience;</li> <li>• Strong verbal and written communications skills in English. Knowledge of Arabic and French is an asset</li> <li>• Experience in the development of quality technical documents in his/her area of competence;</li> <li>• Demonstrated ability to network within the academic and development community;</li> <li>• Demonstrated expertise in policy dialogue is desirable</li> <li>• Familiarity with management and monitoring tools is desirable;</li> <li>• Field experience is strongly desirable.</li> </ul> <p><b>Languages:</b> Fluency in English is required. Working knowledge of Arabic and / or French is an asset.</p> <p><b>Other Desirable Skills:</b></p> <p>Initiative, strong conceptual abilities, sound judgment, strong interest in development work, especially the mission of the United Nations Population Fund and dedication to the principles of the United Nations.</p>
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	
Other relevant information or special conditions, if any:	<p>1) COA: Fund: FPA53</p> <p>Implementing Agency: PU0074 Project ID: SOMM0809 Activity ID: Posts</p> <p>2) Fund: FPA53</p> <p>Implementing Agency: PU0074 Project ID: SYRM0809 Activity ID: Posts</p>
<p>Signature of Requesting Officer in Hiring Office:</p> <p>Submitted by: Heba Aloush ( HR Analyst- ASRO)</p> <p>Date: 07.07.2022</p> <p>Cleared by: Dr. Karina Nersesyan, Deputy Regional Director, UNFPA ASRO</p> <p>Date:  FDB85A2300DB4C3...</p> <p>Approved by: Dr. Luay Shabaneh, Regional Director, UNFPA ASRO</p> <p>Date:  BDAFEA028C78473...</p>	