

TERMS OF REFERENCE - ICC - Consultant - Corporate Engagement Coordinator

Hiring Office:	UNFPA, Sri Lanka
Purpose of consultancy:	<p>The United Nations Population Fund (UNFPA) is the leading UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe, and every young person's potential is fulfilled. UNFPA works in partnership with governments, civil society, and other key stakeholders to promote reproductive health, gender equality, and the rights and well-being of young people.</p> <p>The UNFPA is implementing its 10th Country Programme of support to the Government of Sri Lanka, 2023 - 2027. A key priority in this programme is increasing the delivery of sexual reproductive health services to women and young people, people living with disabilities, ethnic minorities and other vulnerable groups and enabling healthcare workers to deliver quality and non-discriminatory family planning services in identified low-performing areas. Female factory workers hired by leading apparel exporters, are the backbone to one of Sri Lanka's highest foreign income generating sectors. FFWs experience various challenges, including low to moderate wages and long hours, difficult working conditions limiting the time and/or resources available to maintain their health and well-being. Inadequate knowledge of important aspects of sexual and reproductive health, these workers struggle to access quality, affordable and confidential health services.</p> <p>The UNFPA Country Office (CO) works closely with the Ministry of Health and Family Planning Association/other partners of Sri Lanka to deliver SRH and GBV commodities and services, reaching women and girls left behind. Strategic partnerships have been prioritized to increase impact, outreach and create an enabling environment for the delivery of the mandate. Partnerships and Strategic collaborations, specifically with the Corporate Sector, have been prioritized for positioning of the CO as a partner of choice for Gender Equality and Women's Empowerment and through the transformative areas.</p> <p>Since March 2024, UNFPA has been engaging multi-sectoral partners to deliver the proposed needs-based intervention, investment in designing, establishing, equipping, operationalizing and sustaining SRH and GBV Service Delivery points (SDPs)/SRH Points at 7 target workplaces. The SRH Corners will be customized in consultation with the respective Companies/ FTZ and the Board of Investments and will offer a combination of SRH goods and Services. This engagement modality will be expanded and sustained through by advocating with Companies, Sector Associations and National Mechanisms, by demonstrating that investing in the provision of SRHR/GBV goods and services in a factory facility will yield significant results in terms of increased productivity, reduced staff absenteeism and turnover.</p> <p>UNFPA is hiring a consultant to support (1) the delivery of the ongoing interventions to establish 7 SRH and GBV SDPs in the apparel sector factory settings (2) the rolling out of the ROI-T to leverage commitment and investment by corporates in the apparel sector and (3) the design of a longer term programme sustainability plan for engaging Corporates and Sectors in the identified sectors of apparel, plantation and tourism.</p>

<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>Under the guidance of the Programme Analyst - Sexual and Reproductive Health (SRH) and Gender based violence (GBV), the consultant will:</p> <p>1. (LOE - 20%) SRH and GBV Needs assessment and experiences of FFW in the select Free Trade Zones (FTZs) to identify gaps of key health and protection issues faced by female apparel sector workers across the five selected Free Trade Zones</p> <ul style="list-style-type: none"> ● Conduct consultations and focus group discussions with stakeholders periodically to gather insights from previous and ongoing SRH investments in FTZs, assess needs, and identify gaps to be addressed in the intervention. ● Conduct periodic assessments of the performance and impact of Associated Clinics established by FPASL /Other implementing partners in Export Processing Zones (EPZs) in Sri Lanka and identify and address strengths, weaknesses, opportunities, and challenges of the existing model. ● Document findings from consultations and suggest avenues to integrate them into the project design ● To map ongoing/pipeline Private Sector initiatives/ investments in SRH, UNFPA private sector engagement strategies <p>2. (LOE - 50%) Support the design and operationalization of the 7 SRH and GBV Service Delivery Points within Free Trade Zones in Biyagama and Katunayake. Specifically, she/he will assist in:</p> <ul style="list-style-type: none"> ● Drafting, providing inputs, reviewing concept notes, proposals, briefs, budgets, communication materials, pitch decks etc. ● Support in the arranging of round table consultations, meetings and stakeholder engagements ● Engage with key stakeholders including the Family Planning Association of Sri Lanka (FPASL) or any other implementing partner, MAS Holdings, Brandix, Apparels Exporters Association of Sri Lanka, Employer Federation of Ceylon, and the Federation of the Chambers of Commerce and Industry in Sri Lanka, Board of Investment <p>3. (LOE - 30%) the design of a longer term programme sustainability plan with a monitoring component for engaging Corporates and Sectors in the identified sectors of apparel, plantation and tourism. Specifically, she/he will assist in:</p> <ul style="list-style-type: none"> ● Drafting, providing inputs, reviewing concept notes, proposals, briefs, budgets, communication materials, pitch decks towards the design of a longer term programme sustainability plan for engaging Corporates and Sectors in the identified sectors ● Identify and analyze synergies between the proposed intervention and ongoing or planned initiatives. ● Provide continuous recommendations based on the findings of consultations and assessments to enhance the effectiveness and sustainability of the proposed intervention. ● Offer support in implementing recommended strategies, including facilitating partnerships, capacity building, and advocacy efforts. ● Lead partnership and networking strategies with potential and existing partners for leveraging existing initiatives, engaging non-traditional partners, and mitigating identified risks throughout the project duration. <p>Deliverables:</p> <ol style="list-style-type: none"> 1. Stakeholder consultation reports outlining key insights, needs, and areas of collaboration. 2. Analysis reports on private sector engagement strategies and synergies with the proposed intervention.
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	<p>3. Ongoing assessment reports on the performance of Associated Clinics in EPZs with recommendations for improvement.</p> <p>4. Updates and reviews on the joint agency project submitted to the Peacebuilding Fund, highlighting alignment opportunities.</p> <p>5. Final comprehensive report containing recommendations for enhancing the proposed intervention at the end of the project duration.</p>
Duration and working schedule:	Full-time (3 days a week) for 9 months: 01 July 2024 – 31 March 2025.
Place where services are to be delivered:	Colombo, Sri Lanka
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Delivery dates and how work will be delivered will be agreed between the consultant and UNFPA. Outputs will be required in soft copy.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The consultant will submit monthly timesheets with reports on deliverables completed.
Supervisory arrangements:	The consultant will directly report to the National Programme Analyst for Sexual and Reproductive Health and Rights, and work closely with the National Programme Analyst for Partnership and Advocacy. .
Expected travel:	Within project areas based on the need
Required expertise, qualifications and competencies, including language requirements:	<p>Academic/professional Qualification:</p> <ul style="list-style-type: none"> Advanced University Degree (Master's) in Public Health, Social Science, Gender, Law, Development or relevant development field. <p>Experience:</p> <ul style="list-style-type: none"> Minimum 2 years experience in the relevant field with experience in managing similar projects. Demonstrated experience in conducting stakeholder consultations and assessments in the field of gender equality, sexual and reproductive health, preferably in the context of private sector investments. Experience in coordinating and/or managing projects in Free Trade Zones and/ or with Apparel Sector Companies Experience in setting up partnerships and designing multi sectoral project interventions Prior experience working with UN agencies is an added advantage. <p>Competencies:</p> <p><u>Values:</u></p> <ul style="list-style-type: none"> Exemplifying integrity Demonstrating commitment to UNFPA and the UN system Embracing cultural diversity Embracing change <p><u>Core Competencies:</u></p> <ul style="list-style-type: none"> Achieving results Being accountable Developing and applying professional expertise/business acumen, Thinking analytically and strategically Working in teams/managing ourselves and our relationships Communicating for impact

	<p><u>Functional Competencies:</u></p> <ul style="list-style-type: none"> ● Delivering results-based programme/Ability to meet the deadlines ● Good planning and organisational skills including multi-tasking and time management ● Excellent writing and communication skills in English ● Proficiency in statistical, projection software and MS Office software ● Excellent analytical and report writing skills <p><u>Language:</u></p> <ul style="list-style-type: none"> ● Fluency in spoken and written English and Tamil and/or Sinhala
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>Office space. The consultant is expected to use her/his own office equipment.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>Remuneration:</p> <p>Consultancy fee will be paid monthly based on number days worked to deliver agreed deliverables.</p>