



**Terms of Reference for a Consultant supporting UNFPA's HIV/AIDS programme**

**Period:** 3 May – 31 August 2011

**Background:**

The United Nations Population Fund is currently implementing its 7<sup>th</sup> Country Programme (2010 – 2014). The Country Programme pledges to increase choices of young people and vulnerable groups' for healthy sexual and reproductive health lifestyles. Under the HIV/AIDS programme this will be achieved through a set of interventions that include strengthening RH/HIV integration at national and district level; support to national comprehensive condom programming; increased access to SRH/HIV /AIDS services for vulnerable populations, sex workers, uniformed forces and youth in particular and mainstreaming of MARPS issues and priorities into key development agendas, sector policies and programmes. In respect of the above, UNFPA is seeking the services of a competent HIV/AIDS Consultant to support the Reproductive Health component in progressing towards achievement of the above interventions.

**Scope of Assignment:**

*Output area 1: Lead the Country Office in the development and roll out of Comprehensive Condom Strategy and the national scale-up of female condoms (FC) in partnership with Ministry of Health and other critical stakeholders.*

- Provide technical support to MoH/ACP to develop and finalize the Comprehensive Condom Strategy by developing the ToRs for the consultant, ensuring inputs from key stakeholders and providing feedback on drafts of the document to ensure UNFPA's Comprehensive Condom Programme components are addressed in the strategy, including aspects of alternative distribution mechanisms.
- Provide technical oversight in the development of a CCP communication strategy and service delivery communication aides, including DEX procurement of service providers tools (anatomical models and flip charts).
- Provide technical support to MoH, ACP to conduct a national policy dialogue session on comprehensive condom programming, including finalization of the UNFPA condom issue paper and a shorter advocacy paper.
- Support MoH, ACP to hold one national level condom coordination meeting for key stakeholders and ensure UNFPA priorities are addressed in the meeting.
- Provide support to MOH, ACP to hold at least two female condom coordination meetings for the FC working group, addressing allocation of FC's and service delivery tools among partners, packaging of female condoms and ensuring implementation of the female condom operational plan is on track.
- Negotiate with USAID to procure FCs catering for the needs of USAID projects, including the STAR project.

- Provide technical support to AIC to organize and co-facilitate a 5 day female condom training of trainers from the 20 -24 June 2011. Provide logistical assistance and collaborate closely with SUPPORT International who is providing the lead trainer, as a contribution to FC programming in Uganda. Coordinate with MoH, Condom Coordination Unit.
- Support the MoH/ACP and the Uganda Red Cross in assessing and documenting effectiveness and efficiency of UNFPA alternative condom distribution initiatives (in working with *boda-bodas*) and support UNFPA's engagement in the development of an alternative RH commodity distribution strategy
- Develop annual and quarter 1 (July-Sep 2011) work plans and budgets for the DANIDA support to CCP and youth friendly services and provide technical assistance to support implementation

***Output area 2: Ensure increased capacity of implementing partners and sub-contractees of UNFPA to effectively deliver SRH/HIV/AIDS services for vulnerable populations, sex workers and uniformed forces in particular:***

- Provide support supervision to UNFPA partners: AIDS Information Centre (AIC) and MoH /ACP to ensure timely and quality implementation of work plans.
- Provide technical and programme management support to AIC and MoH/ACP in development, review & submission of quarterly work plans, budgets and in disbursement of funds as well as preparation of programme narrative and financial reports.
- Organize and lead 2 implementation meetings with Implementing Partners.
- Consistently monitor implementation rate of IPs and advise senior management on fund absorption.
- participate in 1 joint monitoring mission with ACP/MoH to UNFPA supported districts
- conduct 1 activity monitoring visit to ACP implemented activities in Kampala and Kalangala, document and address identified issues appropriately
- participate in 1 joint monitoring mission with AIC, document and address identified issues appropriately
- conduct 1 activity monitoring visit to AIC implemented activities, document and address identified issues appropriately

***Output area 3: Support mainstreaming of MARPS issues and priorities into key development agendas, sector policies and programmes:***

- Provide technical support to MoH, ACP to finalize a model for service delivery in sex work settings and support the dissemination of the model to relevant stakeholders.
- Review and provide inputs to the draft National HIV Prevention Strategy to ensure integration of UNFPA priorities in the document

**Qualifications:**

- Advanced university degree in public health, social science or other relevant field.
- 5 - 7 years professional experience in programme development and management; organizational development, multiple partnership management, provision of technical assistance and advocacy
- Documented working experience in the field of HIV/AIDS and with prevention programmes for vulnerable populations. Experience with comprehensive condom programming an asset.
- Fluency in oral and written English, with ability to write clearly and concisely

- Proficiency in current Microsoft Office software applications.

**Competencies:**

The consultant should possess competencies in advancing a policy oriented agenda, results based programme development and management and innovation and marketing of new approaches. The Consultant should have commitment to the mandate of UNFPA and value diversity. The Consultant will be required to work in teams, communicate information and ideas and have an outlook to empowering people, personal Leadership, strategic and analytical thinking and appropriate and transparent decision making.

**Contract Period and payment modalities:**

The recruited individual will sign a four (4) months Special Services Agreement commencing on 3 May and ending on 31 August 2011, under the direct supervision of the Assistant Representative/Team leader – Reproductive Health & HIV/AIDS.

The consultant will be stationed at the UNFPA Uganda Country Office Headquarters.

The Consultant will submit a bi-monthly report to the direct supervisor and will be paid for days worked each month after certification by the Assistant Representative – RH and HIV/AIDS.