



## TERMS OF REFERENCE FOR CONSULTANCY TO REVIEW and REVISE THE NATIONAL MIDWIFERY STRATEGIC PLAN 2020/2025

TERMS OF REFERENCE	
Hiring Office:	<b>UNFPA Liberia</b>
Purpose of consultancy:	<p><b>Background</b>  Strengthening Midwifery Education, Regulation and Practice in Liberia remains a key part of UNFPA's mandate for improving the health of mothers and newborns in support of the developmental agenda of the Government of Liberia as well as achieving SDG goals 3, 4 and 5. Efforts to strengthen midwifery institutions in line with the International Confederation of Midwives and WHO standards have been implemented through a national strategic plan 2013 to 2017. These efforts have been channelled through implementing partners and guided by nationally recognized plans and procedures to ensure quality service delivery through a qualified workforce. In collaboration with actors like JHPIEGO, CHAI and other USAID affiliating programs, much attention has been drawn to the education and perhaps regulatory elements of midwifery.</p> <p>However, more needs to be done across all three components and this review process is a great opportunity to assess where the country stands as it relates to midwifery programming in general, and how efforts can strengthen midwifery in Liberia. The implementation of this activity is important to three main strategic frameworks; i) UNFPA Country Office is in the process of implementing a new Country Programme on one hand and, ii): The One UN Country Team is also implementing a new United Nations Sustainable Development Cooperation Framework (UNSDCF 2020 – 2024); a five-year Cooperation Framework to support the Government of Liberia's Pro-Poor Agenda for Prosperity and Development. Also, a new Global Midwifery Strategy 2018-2030 has been developed by UNFPA and Partners with six main components. Three of these six components previously existed as follow; 1) Midwifery Association, 2) Midwifery Regulation and, 3) Midwifery Education. The other three new components include; 1) Midwifery Workforce, 2) Enabling Environment for Midwifery and 3 ) Midwifery Recognition.</p> <p>Aligning the revised National Strategic Document with these new frameworks is essential to achieving the global goals for midwifery as they play a strategic role in reduction of the high maternal morbidity and mortality especially in post-conflict Liberia.</p> <p>Against this background, UNFPA is hiring one local consultant to review, and develop a new national strategic plan for midwifery in alignment with the new global thinking; taking into consideration the country context.</p> <p><b>Consultancy Objective</b>  The primary objective of the consultancy is to develop a revised National Midwifery Strategic document that includes an operational plan for implementation over a five-year period.</p>
Scope of work:  (Description of services, activities, or outputs)	<p>One local consultant will be hired to work in close collaboration with key stakeholders to develop the new plan. This revision process must reflect a nationally balanced consensus relative to progress made during implementation of the existing plan.</p> <p>The consultancy has a nationwide scope as the resulting document will inform all critical aspects of the Midwifery Profession. In addition, the revision process will also include the development of a five-year operational plan for implementation 2020/2025.</p> <p><b>The review process:</b>  Using WHO and International Confederation of Midwifery (ICM) Standards, the revision process will take into consideration methodologies that utilize existing national policies and strategies in carving the path to a strong national strategic plan that buttresses existing efforts of the national health and Human Resource plans.</p> <p><b>Description of Services:</b> The following is a list of indicative but not exhaustive tasks that the Consultant may have to undertake to achieve the desired objectives:</p>

	<ol style="list-style-type: none"> <li>1. Prepare an inception report that includes a Plan of Work;</li> <li>2. Desk review of key documents including; i) Global Midwifery Strategy and Resources Matrix 2018-2030, ii) Regional and International sister midwifery strategic plans iii) WHO and ICM standards on Midwifery;</li> <li>3. Collect, review and analyze all the necessary documents (related policies and tools) to fully capture all related approaches and plans in line with Midwifery activities in a post conflict setting like Liberia;</li> <li>4. Engage partners and stakeholders including, Liberian Midwives and Nursing Association, Liberian Board for Nursing and Midwifery, Midwifery Training Institutions, concerned UN Agencies, Ministry of Health and International and Local NGOs for their participation and inputs;</li> <li>5. Provide regular feedback and updates to UNFPA on the progress;</li> <li>6. Organize and lead consultation and validation workshops/meetings with stakeholders for the completion of the strategic plan and its operational document;</li> <li>7. Complete and present final Strategy document and operational plan;</li> <li>8. Prepare a PowerPoint presentation using on the strategy and action plan for dissemination.</li> </ol>
Duration and working schedule:	<p>The duration of the consultancy is five weeks.</p> <ol style="list-style-type: none"> <li>1. <b>Week One:</b> Plan of work, Partner visitation and Desk Review report</li> <li>2. <b>Weeks Two:</b> Prepare and host stakeholders consultations/workshop to analyse progress and initiate the drafting of the new strategy</li> <li>3. <b>Week Three:</b> Compilation of inputs and preparation of first draft document</li> <li>4. <b>Week Four:</b> Prepare and conduct a validation meeting</li> <li>5. <b>Week Five:</b> Final Strategy and Operational Plan Document</li> </ol>
Place where services are to be delivered:	The local Consultant will be based in Monrovia with travel to the field as necessary
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p><b>Expected work flow</b></p> <ol style="list-style-type: none"> <li>1. Development of a clear plan of work (PoW), initiate Desk Reviews of existing documents and conduct Inception Meeting/discussions with key stakeholders - <b>Week One</b></li> <li>2. Prepare and conduct a three to four-day workshop involving all stakeholders and compile inputs- <b>Week two and three</b></li> <li>3. Conduct final cleaning of document and initiate the development of the operational plan by conducting a one-day working session- <b>Week four</b></li> <li>4. Compile all inputs and prepare for validation by the end of <b>week four</b></li> <li>5. Final document in Soft/Electronic Copy to be made available no later than <b>week five</b></li> </ol>
Supervision, Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> <li>• The Consultant is expected to work in close consultation with the Country Midwifery Advisor (CMA) and the National Programme Officer of SRH with the highest standards of professionalism, ethical competence and integrity.</li> <li>• A clear Plan of Action (PoA) will be developed by the consultants and cleared by UNFPA. The CMA will lead the monitoring of the day to day activities of the consultant</li> </ul>
Expected travel:	The Consultant is expected implement travel duties as per the agreed in PoW developed.
Required expertise, qualifications and competencies, including language	<p>The local consultant must be a Liberian National with the following qualifications:</p> <ol style="list-style-type: none"> <li>1. Have a minimum 7 years' experience, with a Master's Degree in Midwifery, Nursing, Sociology, Public Health or other Health related fields;</li> <li>2. Previous experience with the development of national tools and strategic plans is a requirement;</li> </ol>

requirements:	<ol style="list-style-type: none"> <li>3. Experience and familiarity with Midwifery and or Nursing Association, Regulation and Educations practices, guidelines and policies governing practice in Liberia or similar context;</li> <li>4. Demonstrated ability to write concise technical papers and reports;</li> <li>5. Experience in working with UN agencies/UNFPA is an asset;</li> <li>6. Proven negotiation, communication, analytical and interpersonal skills;</li> <li>7. Ability to work as part of a team, within a multicultural setting;</li> <li>8. Ability to express clearly and concisely ideas and concepts in written and spoken English;</li> <li>9. Good organizational skills, including time management and ability to meet deadlines;</li> <li>10. Experience in the usage of computers and office software;</li> <li>11. Availability for full duration of assignment.</li> </ol>
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	<ul style="list-style-type: none"> <li>• The Consultant will be provided with needed office space including internet while in office. Other accessories such as extension cards may be provided on demand;</li> <li>• Laptop will not be provided, as consultant is expected to bring his/her own computer;</li> <li>• Consultant is also expected to bring along their own cell phones for communication;</li> <li>• Once approved, the Consultant will be provided, entry passes to the ONE UN House premises during the duration of the consultation.</li> </ul>
Other relevant information or special conditions, if any:	N/A

Signature of Requesting Officer in Hiring Office:

Date:

***Please note that this Consultancy is only for Liberian Nationals, and applicants of either sex are encouraged to apply. Preference will be given to equally qualified women candidates. UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Please submit all fraudulent notices, letters or offers to the UNFPA fraud hotline at <http://www.unfpa.org/help/hotline.cfm>***

#### **HOW TO APPLY**

Candidates should submit their applications indicating the purpose; attach an updated CV, and a completed United Nations Personnel History Form P.11 obtainable from the UNFPA website at [www.unfpa.org](http://www.unfpa.org). **ALL APPLICATIONS, WITH RELEVANT ATTACHMENTS, SHOULD BE SUBMITTED BY EMAIL TO: [ewatkins@unfpa.org](mailto:ewatkins@unfpa.org) with cc to [debashish@unfpa.org](mailto:debashish@unfpa.org)**

The last date to receive applications is 21 October 2019 at 17:00 hrs. GMT. UNFPA will only respond to applicants who will meet the stated job requirements.

***“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 to HIV or AIDS and does not discriminate on the basis of HIV/AIDS status”*