**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT – Population & Development**

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| **TERMS OF REFERENCE**  |
| Hiring Office: | United Nations Population Fund (UNFPA) – Maputo, Mozambique |
| Purpose of consultancy: | Development influences population growth and vice versa. The question of population is not simply a problem of numbers, it is a problem of human welfare and of development. Rapid population growth can have serious consequences for the well-being of the state. The Population & Development consultant substantively contributes to the effective achievement of UNFPA activities in the area of data, accelerating progress on the ICPD and Demographic Dividend agenda and supporting the sexual and reproductive health and rights. This includes incorporating into programmes elements of population and development, ensure data availability and utilization, support to family planning services, HIV and STI prevention, gender equality through evidence based advocacy. The role places special emphasis on population and development.UNFPA has a mandate to support countries for comparative policy analysis as well as formulation of evidence-based policies to respond to rapid population dynamics. Also in partnership with other relevant partners, UNFPA convenes technical fora and provides expertise for development of plans and programmes on social and economic growth, including advancing demographic dividend (DD) agenda. The UNFPA country office is also expected to provide adequate technical support to the INE implement all key activities such as the data processing, designing of the thematic studies, and so on in this year, through funds available in a Trust fund. In addition, the consultant will facilitate the work of international consultants, advisors and experts; and establishes and maintains collaborative relationships with counterparts in government, multi-lateral and bi-lateral donor agencies and civil society to address emerging population issues.  |
| Scope of work:*(Description of services, activities, or outputs)* | **Advancing understanding of Population Dynamics and Demographic Dividend** 1. Advise on policy issues and provide substantive inputs to facilitate policy dialogue and the central positioning of population and development issues within policies, national plans and strategies, UN system initiatives, and development frameworks in national and development partners’ coordination mechanisms.
2. Support government in the advocacy and designing of budgeted roadmap on DD
3. Participate in relevant national and sub-national fora, enhancing UNFPA mandate on population and development; and works to ensure that technical issues are incorporated in national development plans and frameworks.
4. Assist advocacy of Country Office by preparing relevant documentations such as project factsheets, Conference papers, and speeches, relevant analyses on population dynamics, reproductive health and demographic dividend.

**Coordination and Project Management**1. Effective management support for processes/compliance with deadlines regarding: Audit (internal and external); CO and donor reports. Provide inputs to full fill CO reports Work plans/reporting My-results (SIS); Correct application of the PPM in  in currying out duties and responsibilities
2. Technical support to the Census project team in Annual Work plan, review meetings, Budget reviews, etc. Monitor programme expenditures and disbursements to ensure delivery is in line with approved programme budgets and to realize targeted delivery levels and in the preparation and conduction of a series of relevant thematic studies.
3. Coordination of thematic trust fund, including articulation with donors, census project and liaison with relevant donors.
4. Ensure timely and accurate reporting of programme and financial information.
5. Participate in the analysis of key census data and dissemination of final results publication.
6. Provide technical assistance to international consultants hired for population activities and census,
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| Duration and working schedule: | The duration of the contract is between September 26 and December 31st 2018. Payment will be made on monthly basis.  |
| Place where services are to be delivered: | The consultant will work at the office of UNFPA. |
| Delivery dates and how work will be delivered: | Monthly report to be presented to Assistant Representative |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | Progress report need to be presented monthly to Assistant Representative |
| Supervisory arrangements:  | The consultant will be directly supervised by the Assistant Representative. |
| Expected travel: | When necessary, the consultant will expect to travel during the period of the contract.  |
| Required expertise, qualifications and competencies, including language requirements: | **Qualifications and skills*** Master’s degree in demography or population studies, economics, public health, social development, or other related social science field and 2 year professional experience preferably in programme/project.
* Experience and technical knowledge on population, statistics, remote sensing & GIS, and demographic dividend in the context of Mozambique and Southern Africa
* Experience in managing programmes and projects, working in teams
* Demonstrated experience in report writing based on evidences.
* Experience in working with Statistics System, data analysis and utilization in the context of Mozambique

 **Functional Competencies:** * Advocacy/Advancing a policy oriented agenda.
* Results-based programme development and management.
* Conceptual innovation to support programme effectiveness

Generation, management and promote the use of knowledge and information. Ability to conduct operational/interventional research**Language Requirements:** Excellent oral and written communication in Portuguese and good of English.  |
| Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable: | To be provided and organized by UNFPA CO.  |
| Other relevant information or special conditions, if any: | Experience with population and related development issues, familiarity with UN processes and procedures, data collection, processing, analysis and reporting and coordination with donors. |
| Signature of Requesting Officer in Hiring Office: Gilberto Norte \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: |