**TITLE OF CONSULTANCY: Consultant Environmental Risk Reduction Coordinator**

**LOCATION:** Office-based with UNICEF Disaster Risk Reduction (DRR) Section in Delhi and involves travel to various Indian states, often on short notice for coordination and implementation of joint activities with state line departments, training institutes and UNICEF states offices (estimated 10% of the time).

**DURATION OF CONSULTANCY: 11.5 months (Full-time consultancy)**

**CLOSING DATE: 2 January 2017**

1. **BACKGROUND:**

UNICEF India is very much concerned by the adverse effects of air pollution on pregnant women and children, and plans to engage in child-centric awareness activities and integrate it in its expanding school safety programmes.

The Sendai Framework for Disaster Risk Reduction 2015-2030, adopted by the Government of India, requests member states to identify and understand the emergency risks including environmental risks and invest in strategic interventions to minimise losses and impact of current and future risks and disasters. The framework includes a large focus on environmental protection, incl. safeguarding of eco-systems, and health related action in all four priorities for action. Some of the health-centred DRR actions requested are to: 1) Raise and institutionalize an inter-sectoral emergency workforce for preparation and timely and effective response to disasters, 2) Assess critical infrastructure like health facilities, schools, community halls for safety and functionality at all times (before, during and in the aftermath of a disasters and retrofit as necessary, 3) Support Early Warning and Early Action systems, 4) Use of communication for development to improve current practices and adopt risk savvy management approaches.

In order to address the issue of deteriorating environment, risk of disease outbreaks and proactively address other human-induced potential disasters (chemical, radiation accidents and bioterrorism) for protection of at-risk populations in India, the inter-sectoral capacity and a workforce at sub-national levels for protection, restoration and promotion of public health in emergency situations needs to be built.

Innovative techniques (Eco-sanitary WASH facilities to withstand droughts, raised hand-pumps to withstand floods, seismic resistant construction to withstand collapse due to earthquakes) need to be promoted in disaster prone areas to enhance resilience of systems as well as of the community and in particular the most vulnerable including children. The coordination and cooperation among health sector, public works and public health communication workers are often weak at peripheral level and need to streamlined and strengthened with sensitizing workshops around water security, microbiological testing of water and sanitary environment vis-à-vis synergistic linkages with the epidemiological services. It will facilitate, promote resilience of Government of India’s flagship Swatchh Bharat Mission and provide an enabling environment for risk reduction for infectious disease outbreaks.

In continuation of support in public health resilience building through ongoing interventions on inter-sectoral capacity development for emergency preparedness and risk reduction in different states, health facilities’ safety assessment, documentation of best practices and leveraging advocacy for mainstreaming risk management into health systems, UNICEF India Country Office’s Disaster Risk Reduction Section seeks the services of an experienced Environmental Risk Reduction Coordinator. The incumbent is to mobilize stakeholders, including relevant line ministries to facilitate, promote and build partnerships and nurture collaboration for achieving sustainable clean air, sanitary environment and resilient infrastructure to save the lives of children in India. These efforts will contribute to UNICEF focus on addressing the adverse impact of climate change and environmental deterioration on children with programmatic interventions on environment sustainability and adaptation for better survival and well-being of children and pregnant women.

***Geographic Focus:*** India

***Partnerships***

UNICEF DRR Section, United Nations Disaster Management Team, United Nations Country Team Resilience Group and United Nations Country Team have strategic partnership with the National Disaster Management Authority (Ministry of Home Affairs) to further DRR policies and practices through various line ministries and state Governments. The work is based on annual work plans developed in close coordination with government counterparts and contributing toward the overall government priorities under guidance of the Sendai Framework 2015-2030, Sustainable Development Goals (esp. SDG3-Good Health & Well Being, SDG 6-Clean Water and Sanitation, SDG 13- Climate Action) and Paris Agreement on climate change.

1. **PURPOSE:**

The assignment is to facilitate and promote interagency and inter-sectoral coordination for environmental risk management within various Government line-ministries and institutions including National Disaster Management Authority (NDMA), National Institute of Disaster Management (NIDM), National Institute of Health and Family Welfare (NIHFW) and National Centre for Disease Control (NCDC). The coordinator will also help in developing and applying risk communication materials contextualized to local needs of vulnerable states based on risk profiling. S/he will provide technical support in enhancing understanding on risk identification and mainstreaming risk reduction across the five priorities of UNICEF.

1. **MAJOR TASKS/DELIVERABLES:**

The following are the major tasks intended under this consulting assignment:

1. Raise awareness on negative impact of environmental degradation (air, water and soil) on children and women
2. Develop key resource materials on impact of air pollution on children and women, mobilizing stakeholders for building the case and facilitating action for child-centric air pollution mitigation
3. Provide technical assistance to the NDMA, NIHFW, NCDC and line ministries (Ministry of Environment, Forest and Climate Change, Ministry of Health and Family Welfare, Ministry of Women and Child Development) to identify environmental risks (air pollution, water pollution, disease outbreaks) and help them in design of strategic interventions for promotion of environmental health
4. Promote and facilitate mainstreaming of eco-friendly sanitary practices to strengthen Swatchh Bharat Mission in India.
5. Mobilize and coordinate multiple stakeholders and contribute to build strategic interventions on Child-centric Climate Change Adaptation and Mitigation
6. Provide technical assistance in preparedness planning and interventions designed as a support to the Emergency Relief Agency of the MOHFW for control of emerging epidemic risks such as Zika Virus transmission and other vector-borne diseases (Dengue, Chikungunya, Malaria)
7. Coordinate with key resource agencies and state Governments to facilitate and support the state and regional training institutes in conducting inter-sectoral emergency preparedness pilot training workshops as initial handholding support for further rollout through state health and family welfare training institutes, as well as support to adoption as a standard course curriculum
8. Promote and facilitate conduct of health infrastructure safety assessments and advise on related follow up action in disaster and emergencies prone areas
9. Advise on preparedness on emergency supply chain system
10. Act as Section focal point for “greening UNICEF”
11. Act as focal point for environmental health related issues in UNICEF’s DRR Section and as such represent the Section in related planning and coordination meetings and workshops with other UNICEF Sections, State Offices and external partners
12. Contribute to resource mobilization efforts, incl. through preparation of funding proposals to donors
13. **END-PRODUCTS**

The following tasks and deliverables should be achieved in light of afore-mentioned background and purpose of this assignment:

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| Sl.# | **Key Deliverables** | **Tasks** | **End Product** | **Timeline** |
| 1 | Key resource materials on impact of air pollution on children and women developed and regularly updated | * Develop Concept notes, factsheets, advocacy materials on child-centric air pollution mitigation | Submit progress report  that will include  concept note  fact sheets  advocacy materials, | 31 Jan 2017 (with updated versions shared on request) |
| 2 | Advocacy and awareness-raising carried out through mobilization of stakeholders for building the case for child-centric air pollution mitigation | * Organize a national level multi-sectoral consultation conference on child-centric air pollution mitigation | Meeting minutes and outcome statement depicting the way forward  List of participants from among state, national and international key experts on air pollution  Technical background documents, leaflets, agenda-points and group-exercises for the multi-sectoral consultation workshop | 28 Feb 2017 |
| 3 |  | * Follow up to the national level consultation workshop on child-centric air pollution mitigation | Final report on national consultation workshop on child-centric air pollution mitigation  Dissemination Plan for the final report | 31March 2017 |
| 4 | Awareness-raised on negative impact of environmental degradation (air, water and soil) pollution of children and women | Active participation in national and state level meetings to advocate for environmental risk reduction | Thematic concept note and factsheet on impact of environmental degradation on children and women, including evidence gathered on air and water quality  Minutes of Meetings for promoting and building partnerships | 30 April, 2017 |
| 5 |  | Support inter-agency coordination efforts on enhancing understanding of environmental risks | Minutes of meetings in states visited  Reports and recommendations of the co-ordination meetings  Documentation of the best practices | 31 May 2017 |
| 6 | Environmental health approach advocated and promoted within UNICEF and with the line ministries (Min of Environment, Forest and Climate Change, Min of Health and Family Welfare, Min of Women and Child Development) and National and State institutes. | Provide technical support in proposal and strategies development for addressing emerging issues such as air pollution, climate change, and disease outbreaks | Technical summary notes, power-point presentations, advocacy notes, advisories and concept proposals for flagging the issues relating to environmental risk reduction (air, water and soil)  Gathering of data. Evidences, case studies on negative impact of climate change on nutritional status of children | 30 June 2017 |
| 7 | Mainstreaming of eco-friendly sanitary practices to strengthen Swatchh Bharat Mission in India promoted and facilitated | Promote and advocate eco-friendly sanitary practices through seminars, meetings with government officials | Minutes of meetings/government circulars on uptake of eco-friendly sanitary practices  Documented best practices on eco-friendly sanitary practices | 31 July 2017 |
| Co-ordinate with WASH section and provide strategic inputs to mainstream environmental risk reduction | Report on strategic interventions promoted of eco-friendly sanitary practices in vulnerable states  Progress report on activities relating to “Greening UNICEF” | 31 August, 2017 |
| Promote disaster resilient eco-friendly sanitary practices and innovative techniques. | Report/evidence on integration of structurally and functionally resilient sanitary toilets and hand-pumps in schools of state/s visited | 30 Sept 2017 |
| 8 | Support provided to building of inter-sectoral emergency workforce and safety assessment of health facilities | Support organizing and conduct of inter-sectoral capacity building for risk reduction and preparedness in at least 2 states in India | Final report of training workshops conducted and dissemination  Database of trained inter-sectoral emergency workforce  Minutes of Meetings held | 31 October 2017 |
|  | Supportive supervisory visits and providing technical assistance in conduct of safety assessment of health facilities in 2 states including Odisha  Technical assistance to UNICEF state offices in planning & review of emergency supply chain systems review | Report on technical assistance provided in conduct of health facilities assessment for safety  Summarized report on technical assistance provided for review of emergency supply chain system along with field visit report  Facilitation of pre-positioning of emergency logistics close to vulnerable areas. | 30 November 2017 |
| 9 | Technical support provided as and when required for contingency planning on preparedness to address emerging epidemic risk such as Zika Virus transmission and other vector-borne diseases (Dengue, Chikungunya, Malaria) and/or other environmental health and nutrition related aspects | Co-ordinate with other stakeholders within and outside UNICEF  Provide technical input and sensitization of UNICEF staff in emergency preparedness response strategies for promoting risk reduction, disease outbreak control and/or other health and nutrition related aspects | Minutes of Coordination Meetings with partnering agencies/line ministries  Support to training activities and workshops sensitizing UNICEF staff on emerging and re-emerging disease threats  Technical documents, advisories and presentation materials  Situational update reports including data, graphics and analysis | 31 December 2017 |
| 10 | Funding proposals related to environmental health risk mitigation prepared and/or contributions provided at national or State level (DRR Section or UNICEF State Offices) | Develop at least one funding proposal to submit to donor | Resource mobilization document provided | 31 December 2017 |

1. **SUPERVISOR:**

The Consultant shall work under the supervision of UNICEF DRR Section’s Emergency Specialist and under the overall guidance of the Chief of Section.

**6. DURATION:**

11.5 months from start date of the consultancy

**PAYMENT TERMS**

* Payment is linked to receipt and satisfactory acceptance of deliverables.
* Travel expenses will be reimbursed at actuals based on receipt of invoices/reports.
* Per Diem will be reimbursed at UNICEF consultant rates.

**QUALIFICATION, SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED**

* University degree in medicine, social science, or related with relevant technical expertise in emergency preparedness and response, environment health/public health management or related technical field. Post graduation in public health is preferred
* Fifteen (15) years professional work experience in health system strengthening, epidemiology, monitoring, risk reduction, project management, implementation and at least three (3) year practical field experience in emergency preparedness and response, disaster risk reduction and in conducting research and analysis.
* Ability to effectively interact and work with senior Government officials and NGOs
* Excellent team player and proven capacities for networking
* Strong analytical, conceptualization and strategy development skills
* Demonstrated ability to plan, prioritize and work within assigned timeframe and under tight deadlines
* Demonstrated strong drive for results
* Proven ability to plan and organize work independently and deliver results with minimum supervision
* Good computer skills, including internet navigation, and various office applications
* Ability to work in a multi-cultural environment, and establish harmonious and effective working relationships both within and outside the organization
* Capable to adapt and respond positively to change
* Basic knowledge on graphic design programs considered an asset
* Excellent communication skills (writing, oral)
* Language skills: fluent in English and Hindi

Please submit your online application by **COB 2 January 2017.**

**HOW TO APPLY:**Your online application should contain three separate attachments:

* + 1. An application letter **(to be uploaded online)**
    2. Curriculum Vitae (CV) **(to be uploaded online)**
    3. A financial proposal indicating deliverable-based professional fee as per template attached below. Please do not forget to specify your name in the file while saving. **(to be uploaded under other supporting documents).** *Without the financial proposal template your application will be considered*

*incomplete.*

1. The selection will be on the basis of technical evaluation & financial offer in the ratio of 80:20.  The criteria for technical evaluation will be as follows :
2. Educational Qualification (8 min./10 max Score)
3. Relevant Work Experience (8 min./10 max Score)

Candidates who score a cumulative score of 16 marks and above in the above criteria as well as also meet the minimum cut-off in both 1 and 2 will be shortlisted for a written test

1. Written Test (20 min./25 max Score)

Candidates who score a cumulative score of 36 marks and above in the above 3 criteria as well as also meet the minimum cut-off in each sub-criteria would be shortlisted for an interview.

4. Interview (28 min./35 max Score)

Total technical score – 80.  Minimum qualifying marks is 64.

**The financial proposals of only those candidates, who achieve the minimum score against each of the above evaluation criteria including the interview and an overall cumulative score of 64 will be considered technically responsive and eligible to have their financial bids opened.**

(3) Any attempt to unduly influence UNICEF’s selection process will lead to automatic disqualification of the applicant.

(4) Joint applications of two or more individuals are not accepted.

(5) Please note, UNICEF does not charge any fee during any stage of the process.

For any clarifications, please contact:

UNICEF

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