**TITLE OF CONSULTANCY: Consultant District Sanitation and Hygiene Support – (6 positions) (Full-time Consultancy)**

**DUTY STATION:** The consultant will be based in any one of UNICEF’s focus/ potential districts (Purnea, East Champaran, West Champaran, Gaya, Darbhanga, Nalanda, Vaishali, Khagaria and Supaul) in Bihar and will cover all the blocks and GPs of the district.

The above is a tentative list of potential districts. In an extraordinary situation of unsatisfactory response/ ownership of the district, the consultant(s) may be shifted to another district in Bihar after consultation.

Official travel will be primarily within the assigned districts. The Consultant will visit various blocks and GPs to extend supportive supervision. The consultant may be required to travel to Patna or other districts on a couple of occasions.

**DURATION OF CONSULTANCY:** 15.5 months (over September 2017 – December 2018 period)

* The first phase assignment will be from 1st September 2017 – 31st December 2017;
* The second phase assignment proposed from 16 January 2017 to 31 December 2018 will be dependent on the programme need, funding availability and satisfactory performance of the consultant.

**CLOSING DATE: 17 August 2017**

**Background & PURPOSE:**

The Government of Bihar (GoB) is implementing Swachh Bharat Mission- Gramin (SBM-G) and Lohiya Swachata Yojna (LSY) with a vision of ‘*Swachh* Bihar’ to make rural Bihar Open Defecation Free (ODF) and clean. To achieve the vision of ‘*Swachh* Bihar’, ‘sanitation for all’ has been the core agenda of GoB. Emphasising the community collective and saturation based approaches, recently, GoB introduced Lohiya Swachh Bihar Abhiyan (LSBA) to implement sanitation programme in mission mode and at scale for achieving ODF Bihar by October 2019. LSBA has strong focus on collective behavior change towards ODF communities. LSBA marked a paradigm shift in the implementation strategy, i.e. moving away from traditional department led implementation to community led planning, implementation and operation & maintenance of sanitation services.

UNICEF is extending technical assistance (TA) to the Rural Development Department (RDD) and select District Water and Sanitation Committees (DWSCs) for effective implementation of LSBA. One of the core elements of the TA is to strengthen the capacity towards community based processes and programme monitoring at input, process and output levels. The other important support function is to promote cross learning for rapid scale-up.

The success of the sanitation programme is predominantly dependent on collective behaviour change through intensive social mobilization processes and regular follow ups to sustain the improved behaviour. In the year 2015 the state with the support of UNICEF adopted Community Led Total Sanitation (CLTS) as a community mobilization approach to accelerate SBM (G) implementation. UNICEF has so far, trained more than 1,000 motivators across the state and around 1,200 motivators in the focus districts. While a dropout is reported from several districts, many others like Sitamarhi, Khagaria, Rohtas, Vaishali, Darbhanga, Buxar and Bhojpur are effectively utilizing their services.

Despite scaling up LSBA across several districts, state-wide scale up has been a challenge. The MDWS reports ~ 30% rural household coverage with sanitation facilities (MDWS, June 2017). UNICEF focus districts - Rohtas and Sitamarhi are surging ahead to become open defecation free. Nearly two thirds of the Gram Panchayats in these districts have declared themselves open defecation free. Apart from these two districts, UNICEF is extending technical assistance to Vaishali, Supaul and Khagaria in systematically implementing the LSBA. Gradually, based on the State’s request, there is a proposal to extend the TA to other districts potential like- Purnia, East Champaran, West Champaran, Nalanda, Darbhanga and Gaya.

It is proposed to hire the services of an individual consultant to support the district water & sanitation committees in the focus district in effectively rolling out the LSBA implementation and coordinate the UNICEF TA.

The purpose of the assignment is to assist the focus district in eliminating open defecation (OD).

The objectives of this assignment are:

* Assist the focus district in effective LSBA implementation including campaign planning, rollout, management and monitoring.
* Effectively coordinate the UNICEF TA to eliminate the practice of open defecation,
* Handhold, mentor the district teams at various levels on key components of LSBA

**SUPERVISOR:**

The consultant will work under day to day supervision of the District Magistrate and WASH Specialist, UNICEF

MAJOR TASKS:

* Develop comprehensive and time-bound district-wide open defecation elimination plan,
* Facilitate collaboration with and orientation of the key stakeholders (elected representatives, line department functionaries, faith based organisations, youth and various community based platforms, bankers, journalists,…) on the OD elimination plan,
* Facilitate orientation and deployment of the field functionaries in support of the OD elimination,

Coordinate, facilitate and organize training of motivators/ facilitators on community led approaches,

* Support the DWSC in selection, training, handholding and retention of the CLTS motivators and facilitators,
* Select, facilitate training of masons and extend supportive supervision to ensure quality construction and appropriate sanitation technology choice,
* Assist DWSC in devising strategy for effective supply chain management to ensure timely availability of materials and masons at the selected panchayats,
* Participate and provide supportive supervision in community contact, various available platforms – Schools, Anganwadis, SHGs, Panchayats, others - triggering and follow up activities carried out in the District,
* Develop plans for improved and sustainable WASH services in public institutions (Schools, Anganwadis and Health facilities),
* Orient the education, social welfare and health functionaries towards improving WASH services,
* Facilitate design of social mobilisation campaigns around the festivals, international days (such as World Toilet Day, Global Handwashing Day, World Environment Day and so on),
* Organise community/s school based sports competitions to promote ODF,
* Develop and maintain the database of key resource agencies/ individuals supporting the campaign.
* Document the best practice cases and human interest stories and facilitate the district in cross learning and sharing through meetings/ workshops/ social media platforms,
* Assist the district / block teams in instituting regular progress tracking mechanisms at block and district levels,
* Develop and facilitate the implementation of the ODF sustainability plan.
* Any other tasks as assigned from time to time

**PAYMENT TERMS**

* As the position is based in the District, the lumpsum fee against each deliverable should include the travel/per diem costs for travel within the assigned District. No separate travel/per diem cost would be paid against this.
* For any travel as required/agreed with the Supervisor outside the assigned District or to Patna , costs will be reimbursed on actuals on receipt of a travel claim with supporting documents and invoices and no amount needs to be quoted for this in the financial template
* Per Diem ( for accommodation and food costs) as applicable for any travel outside the assigned district will be reimbursed at UNICEF ICO consultant rates
* The consultant is required to make own arrangements for travel and stay
* Payment will be made against receipt and acceptance of deliverables.

**QUALIFICATION, SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED**

* Post Graduate in Public Health, Social Sciences, Rural Development, Social Work or related field,
* At least five years of related work experience in rural development and sanitation sector, especially using CATS/CLTS approaches,
* Experience of project implementation and monitoring of rural sanitation programme,
* Knowledge of prevailing rules and regulation of Government of Bihar and the Panchayati Raj Act,
* Excellent written and verbal communication skills in Hindi and English,
* Computer skills, knowledge of MS-Word (Word, Excel, and Power-point) is necessary.
* Good documentation and communication skills

**HOW TO APPLY: Please submit your online application along with the below mentioned documents through the online portal latest by 17 August 2017. The link to the online portal is:**

**http://jobs.unicef.org/cw/en-us/job/506485?lApplicationSubSourceID=**

* + 1. **A Cover letter** explaining the motivation for applying and also explaining how the qualifications and skill-set of the candidate are suitable for this position **(to be uploaded online under cover letter)**
		2. **Curriculum Vitae** (CV) **(to be uploaded online under CV/resume)**
		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 financial proposal template).**

***Please Note: Without the financial proposal template your application will be considered incomplete and will not be evaluated.***

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:

1. Cover Letter                                  -  Min 2/Max 3
2. Relevant Educational Qualifications  -  Min 3/Max 5
3. Relevant work experience including experience with Government/Bilateral/International/UN Agencies -           Min 9/Max 12

 Candidates who score 14 marks and above in criteria 1-3 above and also score the minimum score against each of the above sub-criteria will be short listed for a written test

   4. Written Test - Min 14/Max 20

Candidates who score 14 marks and above in the written test will be shortlisted for an interview

    5. Interview    -        Min 28/Max 40

 Total points to qualify in overall technical evaluation     Min 56/Max 80

Total technical score – 80. Minimum overall qualifying score is 56. Only those candidates who meet the overall qualifying marks of 56 as well as score the minimum cut-off in each of the above sub-criteria including the interview will be considered technically responsive and their financials will be opened.

* Any attempt to unduly influence UNICEF’s selection process will lead to automatic disqualification of the applicant.
* Joint applications of two or more individuals are not accepted.
* Please note, UNICEF does not charge any fee during any stage of the process.

For any clarifications, please contact:

 UNICEF

Supply & Procurement Section

73, Lodi Estate, New Delhi 110003

Email: indconsultants@unicef.org