

## TERMS OF REFERENCE

### UNFPA Turkey Sexual & Reproductive Health and Family Planning Expert

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<b>Type of Contract</b>	<b>: Service Contract</b>
<b>Level</b>	<b>: SB4/SC9</b>
<b>Duty Station</b>	<b>: Ankara, Turkey</b>
<b>Duration</b>	<b>: Up to 31 December 2022, with the possibility of extension</b>

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#### **Background:**

UNFPA 7th Country Programme that consists of three outputs (1) Sexual and Reproductive Health, (2) Gender Based Violence and (3) Population Dynamics focuses on policy dialogue, capacity building, knowledge management and service delivery in support of government efforts to reduce disparities in the access to sexual and reproductive health and rights and gender equality, particularly for most vulnerable, including refugees. UNFPA partners with state and non-state actors, United Nations organizations and donors. The country programme works on a transformative development agenda that is universal, inclusive, human rights-based, integrated and anchored in the principles of equality.

Implementing its mandate, UNFPA works in close collaboration with governmental and non-governmental institutions, universities and other UN Agencies. UNFPA acts as an active member of and contributes to the health, protection and basic needs sectors under the Regional Refugee and Resilience Plan (3RP) and the UNSDCF RG on Social Inclusion which includes SRH services and policies. UNFPA implements its programme interventions to ensure that sexual and reproductive health and rights (SRHR) are met; and protection services are provided to refugees and host communities. For this purpose, the Country Office has been rolling out Minimum Initial Service Package (MISP) and operates Women and Girls Safe Spaces, Youth Centers, Refugees with Disability Service Units, Key Refugee Group Service Units, Men and Boys Service Units, Women and Youth Empowerment Center, Mobile Covid-19 Service Units in Turkey; as well as SRH programmes with the MoH. Interventions include: capacity building of service providers, government officials, NGOs; service provision on sexual and reproductive health; provision of protection services including prevention and response to GBV, outreach activities, awareness raising and empowerment of the most vulnerable groups, dissemination of IEC materials; studies, and provision of essential reproductive health supplies and dignity kits.

In this context: UNFPA will recruit a SRH and FP Expert to strengthen the Country Office CPD implementation capacity and undertake the below assignments.

#### **Major Activities/Expected Results:**

Under the direct supervision of the Humanitarian Programme Coordinator and in coordination with UNFPA Reproductive Health (RH) Programme Analyst, the **SRH & FP Expert** contributes to the design, planning and implementation of UNFPA's SRH activities by analyzing relevant political, social, economic, epidemiological and disaster/conflict/emergency trends and providing inputs to UN Humanitarian Response Frameworks, as well as the development works. The SRH & FP Expert contributes to programme/project implementation by using and developing appropriate mechanisms and systems and ensuring compliance with established procedures, as well as by monitoring results achieved during implementation.

## The SRH & FP Expert:

- Provides substantial **technical input for the design and implementation** of inclusive, field-level sexual and reproductive health (SRH) activities, liaising with relevant Government, UN agencies, NGOs, and local authorities;
- Represents UNFPA in **health and mental health psychosocial support (MHPSS) sector/cluster working groups**; and facilitates exchange on health issues;
- Designs programmatic interventions, including **trainings for IPs, standard operating procedures (SoPs) and checklists on SRH**, based on the needs of refugee and host communities.
- Designs, implements, supervises in-service and pre-service training programmes for Ministry of Health and universities on SRH (such as clinical management of rape, MISP, family planning, etc.)
- Supervises and monitors project and IP programme activities by establishing and implementing mechanisms to systematically assess the achievement of results (e.g. **quality of SRH services and supplies**), participates in review meetings and **evaluation missions** and prepares regular inputs to status and progress reports.
- Monitors the **SRH trends** in the country, both among **refugee populations and host community**, in light of available data;
- Conducts field visits to the UNFPA supported service units to provide on-the-job training, supervision and monitoring.
- Facilitates substantive linkages between emergency response, resilience-building and **ongoing development programmes**;
- Drafts and prepares situation **papers/reports highlighting relevant operational factors affecting the SRH situation** and response efforts as required for internal and external use;
- Provides input to UNFPA and **inter-agency contingency planning efforts, updating of the 3RP and other strategic frameworks, etc**, ensuring linkages between various contingency plans, adequate pre-positioning of stocks as required with regards to SRH.
- Collaborates with RH Programme Coordinator in design and implementation of joint programmatic interventions with the Reproductive Health component of the Country Programme.
- Maintains **contacts with NGOs, UN agencies and donors** with the aim of facilitating coordination and consensus building on SRH issues;
- Maintains close collaboration and contact with the Ministry of Health at the central and provincial levels to ensure smooth implementation of UNFPA programmes, understand local and nationwide needs and develop evidence-based responses.
- Maintains contacts with **Inter-Agency Working Group (IAWG)**, provides reports on Turkey humanitarian response activities, designs and implements multi-year action plans.
- Liaises with humanitarian **partners on the collection of information to effectively map areas of humanitarian health needs** and response activities in support of coordination efforts.
- Facilitates the **preparation of inter-agency health needs assessments** and monitoring missions.
- Supports **advocacy initiatives on issues impacting SRH needs** and response efforts through the collection of information, liaison with humanitarian partners, government officials, and media, development of appropriate strategies;
- Participates in the **identification and formulation of UNFPA Humanitarian Programme** and associated projects by compiling and analyzing information in the SRH related areas of UNFPA assistance to the Government and Civil Society Organizations, drafts project documents and prepares reports and statistical data;
- Identifies needs for **procurement of SRH commodities and supplies**;
- Supports **resource mobilization appeals** of the CO by compiling and synthesizing relevant background material on SRH for use in discussions and public events;



- Identifies **potential partners and/or grantees for implementation of health activities** in close collaboration with the RH Programme Coordinator.
- Any other programmatic duties, as requested.

### **Work Relations:**

Under the supervision of the Humanitarian Programme Coordinator and overall guidance of UNFPA RH Programme Analyst, works closely with the Regional Programme Managers, Programme Associates, GBV & PSEA Expert and UNFPA Field Associates. Networks with partners, universities, and NGOs in the region. Liaises with local authorities including branches of the Ministry of Health, Ministry of Family, and Social Services, Directorate General of Migration Management, Turkish Red Crescent and AFAD. Collaborates with other UN agencies, particularly WHO, UNHCR, IOM and UNICEF. Works closely with the rest of the UNFPA Humanitarian Team.

### **Minimum Qualifications and Experience:**

- Education** : Medical degree or advanced degree in nursing or midwifery
- Experience** : 9 years of relevant professional experience in working on women's health issues
- Language** : Fluency in written and spoken English
- Computer Skills** : Microsoft Office, Windows-based applications, integrated web-based management Systems
- Nationality** : Turkish

### **Skills and Competencies:**

- Experience in working in humanitarian settings and emergency response is an asset.
- Working experience in public health and/or reproductive health is an asset.
- Experience in working on gender issues is an asset.
- Having an advanced degree in obstetrics and gynecology is an asset.
- Experience in working with national and local authorities and NGOs is an asset.
- Experience in working with international organizations is an asset.

### **Core Competencies:**

- Values
- Achieving Results
- Being Accountable
- Developing & Applying Professional Expertise
- Thinking Analytically & Strategically
- Working in Teams/Managing ourselves and relationships
- Communicating for Impact

### **Functional competencies:**

- Advocacy/advancing a policy-oriented agenda
- Leveraging the resources of national governments and partners/building strategic alliances and partnerships
- Delivering results based programmes
- Providing a technical support system
- Facilitating programmatic quality results
- Providing conceptual innovation to support programme effectiveness