



## Terms of Reference

SC Post:	<b>Technical Officer, Comprehensive Sexuality Education (CSE)</b>
Organization:	UNFPA
Band/Peg:	SB 4/Peg II
Type of Contract:	Service Contract
Duty Station:	UNFPA
Duration:	1 year (possibility of renewal)

### **BACKGROUND:**

The Government of Nepal has prioritized Adolescent Sexual and Reproductive Health in its national strategies and program, such as the National Adolescent Health and Development Strategy 2000, the National Communication Strategy for Adolescent Sexual and Reproductive Health (ASRH) Nepal 2011-2016, the National ASRH Program Implementation Guideline 2011 and the National Adolescent Job Aid 2012.

These policies and strategies create a supportive enabling environment for Comprehensive Sexuality Education (CSE) and ASRH services in the country. UNFPA has had a long history of supporting the Government of Nepal (GoN) to strengthen its' ASRH interventions including through the education sector. The introduction of population and development in formal education started in 1983 through UNFPA collaboration with the Ministry of Education. This continued through the UNFPA 5th Country program cycle (2002-2006) that formally introduced CSE curricula into the secondary and higher secondary education (Ranjit, B.K., 2004).

In recent years, UNFPA has supported the expansion of 91 Adolescent Friendly Service (AFS) Centers in 8 UNFPA working districts. Following a joint study (MoHP, UNICEF and UNFPA) to identify barriers for adolescents in accessing AFS commenced in 2014, certification criteria and quality service monitoring tool for AFS has been developed and endorsed by the Ministry of Health and Population (MoHP) in 2015.

In addition, UNFPA has continued its advocacy with the Department of Education (DoE) and Education External Development Partners (EDPs) to prioritize CSE in the current education national sector strategy and integrate it in the national curriculum and teacher's training packages. Following the CSE curriculum review in 2014, an action plan workshop based on the recommendation of the study was completed in December 2015 in leadership of the Department of Education/Curriculum Development Center (CDC). A National CSE technical working committee (CSETWC) was also formed during the workshop that includes representation of CDC, National Centre for Education and Development (NCED), Non-formal Education Center (NFEC), Family Health Division (FHD) and development partners. A joint programmatic arrangement is also being drafted to harmonize EDPs commitment and support to CSE.

To enable implementation of the action plan related to CSE and ASRH, a technical expert in CSE is sought.

## **SCOPE OF SERVICES:**

The CSE Technical Officer will work under the overall direction of the Assistant Representative-RH and direct supervision of the ASRH Programme Officer. The technical officer will work closely with the Ministry of Education/Department of Education and related Divisions/units, Ministry of Health and Population/Family Health Division and related Divisions/centers, UN agencies, I/NGOs and implementing partners. S/he will also work with relevant UNFPA colleagues and related technical committees and sub-group as assigned to her and monitor CSE integration and implementation of the action-plan developed for this purpose.

## **SPECIFIC TASKS:**

The CSE Technical Officer will be responsible for the following tasks:

### **1. Provide required technical assistance to the Ministry of Education/Department of Education and related units**

- The Technical Officer will engage with DoE and respective committees within MOE to advocate for CSE inclusion, and also to inform the text-book and curriculum revision process.
- The Technical Officer will also assist the Gender and Social Inclusion technical committee within the DoE to inform the sector planning process, and also support coordination of meetings and workshops for CSE as and when needed.
- Liaise with MOHP and MOE to timely implement CSE action plan under UNFPA implementation and coordinate for technical committee meetings in regular basis.

### **2. Supervision and monitoring of the CSE action plan implementation**

- Provide required support to Implementing Partners in preparing implementation plan for CSE, monitoring implementation, reviewing financial reports and drafting donor reports including onsite supportive supervision.
- Provide required support to government agencies and implementing partners including monitoring establishment of the Adolescent Friendly Service (AFS) center in ASRH clinical training sites, the Adolescent Information corner (AIC) in schools, and availability of IEC/BCC materials both in AFS centers and AICs.
- Coordinate with relevant government and non government partners for timely implementation of ASRH training as planned under ASRH and CSE work plans.
- Support NHTC to develop "Trainee data sheet" to update ASRH trained participants from AFS center by collecting ASRH training data, data validation; ensure consistency and completeness of data for certificate and ensure certificates from NHTC for ASRH trained service providers.
- Ensure district monitoring visits for quality assurance of training and certification of AFS centers in UNFPA supported districts.
- Coordinate and organize regular meetings with IPs; and follow up on timely submission of financial and narrative Work plan Progress report.
- Attend relevant meetings/workshops with ASRH and CSE implementing partners, donors/UN agencies.

- Collect good practices/case stories on AFS center, AIC and CSE trainings, and document it for donor report, and for publication in the websites and to share in ASRH sub Committee meeting and relevant forums with FHD, DOE etc.

### **3. Other tasks**

- Undertake scoping exercise to identify strategic entry points to integrate CSE in national education strategy papers and related documents.
- Develop advocacy messages on CSE through analysis and collection of good practice and case stories.
- Provide support to prepare donor proposals and relevant reports including preparation of compiled data sheet of ASRH/CSE trainings and related documents.
- Perform any other duties as required by the Assistant Representative-RH and ASRH Programme Officer.

### **QUALIFICATION AND EXPERIENCE:**

- Advanced University Degree in Public Health, Social Science or related field.
- At least five years of progressively responsible professional working experience in programme planning, management, monitoring and evaluation, in a related field.
- Current knowledge of the latest developments in the field of ASRH and CSE.
- Good analytical skills and ability to interpret complex socio-cultural backgrounds as well as quickly obtain an overview of a variety of activities and approaches of national and international actors.
- Proven capacity in the area of resource mobilization and leveraging of national partner resources
- Demonstrated leadership, facilitation, and team working skills and ability to establish harmonious working relations in an international and multicultural environment, both within and outside UNFPA
- Good written skills and ability to elaborate reports, document and disseminate good practices and programme successes for further dissemination.
- Current knowledge of gender issues, youth development and CSE a plus
- Fluency in both written and spoken English preferred. Excellent communication skills in Nepali language essential.



## **REQUIRED COMPETENCIES:**

### **Values:**

- Exemplifying integrity
- Demonstrating commitment to UNFPA and the UN system
- Embracing cultural diversity
- Embracing change

### **Core Competencies:**

- Achieving results
- Being accountable
- Developing and applying professional expertise/ business acumen
- Thinking analytically and strategically
- Working in teams/ managing ourselves and our relationship
- Communicating for impact

### **Functional Skill Set:**

- Advocacy/ Advancing a policy-oriented agenda
- Leveraging the resources of national governments and partners/ building strategic alliances and partnerships
- Delivering results-based programmes
- Internal and external communication and advocacy for results mobilization