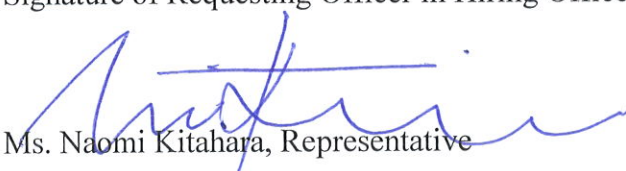


TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

| TERMS OF REFERENCE (to be completed by Hiring Office) | |
|--|---|
| Hiring Office: | UNFPA Country Office, Mongolia |
| Purpose of consultancy: | The overall objective of this consultancy is to provide technical assistance on the development of laboratory equipment specifications for simulation labs, including virtual training, which will be established at the NCMCH and the School of Nursing. The selected consultant will work with the Project team as well as technical working group members at the NCMCH remotely. |
| Scope of work: <i>(Description of services, activities, or outputs)</i> | <p><u>Specific tasks to be carried out by the consultant</u></p> <ol style="list-style-type: none"> 1. Provide technical support to the NCMCH and School of Nursing in establishing the simulation training centers. In collaboration with the Project team and experts from the NCMCH, the consultant is required to provide detailed guidance on the following: <ul style="list-style-type: none"> • Location and logistics: Based on the international standards, provide detailed guidance on the location, infrastructure of the laboratory including space, size, standard design and etc; and • Human resource and job description: Provide support in identifying human resource needs of the laboratory and help with the job descriptions. 2. Provide technical support in developing technical specifications of equipment with high fidelity manikins for nursing, midwifery and obstetrics emergency including critical care. 3. Develop technical specifications for one station for computer based virtual simulation training in common gynecological surgical procedures, 4. Prepare bidding documents based on existing format provided by the Project team. <p><u>Key deliverables</u></p> <ul style="list-style-type: none"> • Guidance paper for the simulation training unit, including a plan for the training cycle for the first year, will be developed and handed over to the Project team by the end of consultancy; • A complete list of simulation lab equipment with detailed technical specifications will be developed and handed over to the Project team by the end of consultancy; and • A guidance book for simulation courses' for effective functioning. |
| Duration and working schedule: | 7 working days including report writing |
| Place where services are to be delivered: | UNFPA CO Mongolia |
| Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.): | Electronic copy |

| | |
|---|--|
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | Regular Skype meeting will be held with the consultant |
| Supervisory arrangements: | Project team at UNFPA will supervise and provide logistics support if needed. |
| Expected travel: | NA |
| Required expertise, qualifications and competencies, including language requirements: | <ul style="list-style-type: none"> - At least 10-15 years of experience in clinical skill training in the area of ob/gyn; - Demonstrated hospital and teaching experiences in required setting; - Previous experience in international consultancy for developing countries in the field of simulation trainings and courses and workshops; - Good transfer knowledge and interpersonal skills; and - Fluency in English is required. |
| Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable: | Selected working group from NCMCH will provide support throughout consultancy service via Skype and emails. |
| Other relevant information or special conditions, if any: | None |

Signature of Requesting Officer in Hiring Office:



Ms. Naomi Kitahara, Representative

Date: 6 September 2017