

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT (NATIONAL)

TERMS OF REFERENCE (to be completed by the Hiring Office)	
Hiring Office:	United Nations Population Fund (UNFPA) Country Office, Mongolia.
Purpose of the consultancy	The overall objective of the consultancy is to conduct a thorough assessment of the current School Health Services in Mongolia, with the aim of enhancing the delivery of health services in general education schools.
Scope of work: (Description of services, activities, or outputs)	<p>The UNFPA Mongolia Country Office (CO) is seeking a National Consultant to assess the state of School Health Services in Mongolia. This analysis is a key component of the "Fostering Adolescent Well-being through Integrated Health and Development Initiatives" project. The initiative aims to integrate health and educational strategies to enhance adolescents' well-being, reflecting UNICEF and UNFPA's shared commitment to meeting Mongolia's youth health needs.</p> <p>Although there have been significant improvements in healthcare and education in Mongolia, a unified and detailed school health policy has yet to be established. Recent changes in legislation, particularly a crucial clause 28.10 added to the education law, which was approved in June 2023, mark a step towards a stronger school-based health monitoring surveillance system. Additionally, there is an ongoing initiative to ensure that all general education schools have medical doctors. So far, their role has mainly been limited to looking after oral health and individual hygiene of school-children.</p> <p>Overall Objective: The overall objective of the assessment is to explore areas for strengthening the School Health Program in Mongolia</p> <p>Specific Objectives:</p> <p>Specific Objective 1: To review the school health concept in the context of laws, policies, strategies, and programs of the Ministry of Health and Ministry of Education.</p> <p>Specific Objective 2: To seek the opinion of policymakers, school managers, and school health doctors on the current health service delivery mechanism through schools, the strengths, gaps, and recommendations for improvement.</p> <p>Specific Objective 3: To assess the actual health care service delivery in selected schools, including the infrastructure, services provided, surveillance and monitoring, referrals, and recording and reporting mechanism,</p> <p>Specific Objective 4: To explore the opinion of students and parents on the school health program and their priorities to be included.</p> <p>The insights from the assessment will inform the development of a school health services plan that aligns with the Mongolian Government's strategic goals. This plan will propose interventions to enhance existing services and chart a path forward that is consistent with government strategies and WHO-UNESCO international standards. The objective is to address service gaps and elevate the standard of student care.</p> <p>Furthermore, this consultancy will play a pivotal role in supporting the government's goal to implement a school-based health monitoring system in collaboration with the Ministry of Health (MoH) and the Ministry of Education and Science (MoES).</p>

<p>Scope of work: <i>(Description of services, activities, or outputs)</i></p>	<p>The selected consultant will complete the following tasks:</p> <p>Desk Review:</p> <ul style="list-style-type: none"> • Critically examine existing laws, policies, strategies, programs, and guidelines relevant to school health service, paying particular attention to the recent legislative updates. <p>Development of inception report and assessment tools:</p> <ul style="list-style-type: none"> • Develop an Assessment Protocol/inception report detailing the methods and tools that will be used to collect and analyze data within schools. <p>Field Assessments:</p> <ul style="list-style-type: none"> • The field assessment will be for Ulaanbaatar City and selected 2 provinces: Data collection: School assessment in 3 schools in UB and 3 rural schools in 2 aimags and 1 soum. • Assess the present school health infrastructure to understand how it serves the health needs of students and aligns with new legal requirements. • Interview (15 KIIs) with policymakers, school managers, teachers, school doctors, students, and parents. • Visit schools to conduct a thorough assessment of the health services, facilities, and resources available. <p>Assessment Report:</p> <ul style="list-style-type: none"> • Synthesize the insights from the desk review, field assessments, and stakeholder consultations to compile a detailed assessment of the current school health services. <p>Discussion of findings:</p> <ul style="list-style-type: none"> • Present the findings from the comprehensive assessment to the relevant stakeholders to inform the discussion on the current state of school health services and the necessary steps forward. <p>Development of an action plan:</p> <ul style="list-style-type: none"> • Based on the findings and discussions, contribute to the formulation of an action plan for the improvement of school health services, which will be aligned with the strategic objectives of the government and international standards.
<p>Duration and working schedule:</p>	<p>The consultancy period is scheduled for 8 weeks, commencing on January 25, 2024, and concluding on March 25, 2024.</p>
<p>Place where services are to be delivered:</p>	<p>Ulaanbaatar, Mongolia.</p>

<p>Deliverables and due dates</p>	<p>a. Inception Report (Due by February 2, 2024)</p> <p>This initial report will lay out the comprehensive assessment strategy, including the assessment plan and methodologies, as well as the specific tools that will be utilized. It should also present a detailed work plan and timeline that encompasses all phases of the assessment, beginning with the desk review.</p> <p>b. First draft of the comprehensive assessment report (Due by March 15, 2024)</p> <p>This preliminary report will encapsulate the findings from the assessment and propose an initial action plan. The plan should aim to enhance school health services, ensuring alignment with both the government’s strategic direction and international standards.</p> <p>c. Final Comprehensive Assessment Report (Due by March 25, 2024)</p> <p>This comprehensive report will summarize the complete assessment process and its findings. It will offer well-informed recommendations for the improvement of the school health service, based on the results of the assessment.</p>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>Under the direct supervision of the UNFPA Programme Analyst for Adolescents and Youth, the consultant will closely collaborate with the UNICEF Programme team. Reporting requirements, formats, and deadlines will be finalized during the initial briefing session.</p> <p>The reporting process will include bi-weekly updates provided by the consultant via email, highlighting progress made in delivering the agreed-upon outcomes, as per the jointly approved template at the commencement of the consultancy.</p> <p>Subsequently, the draft report will undergo a comprehensive review conducted by a committee composed of representatives from UNFPA, UNICEF, MoH, MoES, and other pertinent stakeholders. Feedback received during the review process will be incorporated, leading to the finalization and approval of the report.</p>
<p>Supervisory arrangements:</p>	<p>The National Consultant will report directly to the Programme Analyst for Adolescents and Youth.</p>
<p>Expected travel:</p>	<p>Not required</p>
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>Education</p> <ul style="list-style-type: none"> • Master's degree in Public Health, Health Education, Health Promotion, Reproductive Health, • Work experience in adolescents’ health, health education, and health promotion is an asset, • Proven experience in qualitative research in public health. <p>Experience</p> <ul style="list-style-type: none"> • At least 7-10 years of progressive experience in public health, particularly in adolescents and youth health, sexual and reproductive health, or related areas, • Proven record of working with schoolchildren on their health needs/issues. <p>Competencies</p>

	<ul style="list-style-type: none"> • Project Management: The ability to efficiently plan, execute, and oversee complex initiatives, ensuring they are completed within specified timelines and budgets. • Design, execution, analysis, and reporting of qualitative research method in health: Proficiency in designing, collecting, analyzing, and interpreting health data, especially related to adolescents and youth, to inform program design and decision-making. • Stakeholder Engagement: Strong interpersonal and communications skills, enabling effective collaboration with a diverse range of stakeholders, including government officials, educators, parents, and students.
<p>Inputs/services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>It is anticipated that the consultancy will be governed by an individual consultancy contract under standard UNFPA terms and conditions. UNFPA will pay a consultancy fee according to the current UNFPA-approved schedule of rates at a level to be negotiated.</p> <p>Schedule of payment:</p> <ol style="list-style-type: none"> 1. The first installment of 40% of the consultancy fees will be provided upon acceptance of the inception report. 2. The second installment of 30% of the consultancy fees will be provided after the submission of the draft report. 3. The final installment of 30% of the consultancy fees will be provided upon acceptance of the final report by UNFPA. <p>UNFPA reserves the right to withhold up to 30% of the total fee in case the deliverables are not submitted on schedule or do not meet the required standard. Copyright and ownership of all documents produced will remain with UNFPA.</p> <p>Logistical arrangements</p> <p>The UNFPA Country Office (CO) will be responsible for arranging all logistical matters related to the workshop, including venue, stationery, and refreshments. The CO will provide support in organizing meetings with key government agencies and other stakeholders.</p>