

UNICEF Nepal Country Office (NCO)
Terms of Reference
MICS Reporting Writing

Duty Station: Kathmandu, Nepal (working remotely)

1. Background and Justification for Consultant / Individual Contractor Contract

The Multiple Indicator Cluster Survey (MICS) is an international household survey programme developed by UNICEF. MICS is designed to collect statistically sound, internationally comparable estimates of key indicators that are used to assess the situation of children and women in the areas of health, education, child protection and HIV/AIDS. MICS also provides data that is essential for developing evidence-based policies as well as monitor progress towards national goals and global commitments aimed at promoting the welfare of children, including the Millennium Development Goals (MDGs). Since 1995, UNICEF has supported the implementation of MICS, assisting countries in generating high quality data on the situation of children and women. Over the last 17 years and four rounds of MICS, 240 MICS surveys have been conducted in more than 100 countries.

The Nepal Central Bureau of Statistics (CBS) participated in the second round of MICS (MICS2) in the year 2000. It was named as Between Census Household Information for Monitoring and Evaluation System (BCHIMES). UNICEF provided technical and financial support needed for the survey. The survey data was widely used for monitoring the situation of women and children in Nepal. Most of the statistical information derived from this survey was used in the formulation of national plans and programmes. Further, this data was also used to report on progress towards the World Summit for Children 1990.

In 2013, the Government of Nepal commenced implementation of the fifth round of MICS surveys (MICS5) with the support of UNICEF. The data generated from MICS5 and other nationally representative household surveys will be critically important for final MDG reporting, Monitoring Results for Equity Systems (MoRES), and for monitoring commitments made toward A Promise Renewed.

To ensure that there is coordination between data analysis and drafting of the Final Report, UNICEF Nepal Country Office will hire an international consultant to oversee the final write up of the MICS report in line with the global MICS reporting template. This expertise is currently not available within the Planning & Evaluation section and is critical to ensuring a consistent Final Report is produced.

2. Goal / Objective - Programme Group Result/Intermediate Result (PCR/IR) relevance

PCR1/IR 1.7: By 2017, Government institutions at national and sub-national levels that promote the rights of children, adolescents and women are more able to generate and use evidence to develop, fund and monitor equity-focused, gender-sensitive, multi-sectoral planning, governance and social protection frameworks and related policies.

Under the overall supervision of the UNICEF Chief of Planning & Evaluation, the Consultant will be responsible for:

- a) Guide the drafting process of the MICS report
- b) Write up and finalization of the MICS report

The international consultant will work remotely in close collaboration with the UNICEF Nepal Country office, CBS and other stakeholders in finalization of the MICS report.

3. Specific Tasks

Report Writing:

- Draft Final Report in accordance with MICS global template.
- Ensure final report undergoes technical review process by the RO and/or HQ before finalization.

During the above mentioned stages/activities, support and guidance will be provided by the UNICEF Chief of Planning & Evaluation and the UNICEF MICS Consultant.

Deliverable:

1. MICS Final Report (based on MICS5 global standards template for report writing).

4. Duration of the contract

The estimated duration of the contract is 40 work days over 3 months during the period of January to March 2015.

5. Working Conditions

| Admin Requirements | | |
|--|------------------------|--------|
| Location | Office space reqd. Y/N | Others |
| Remote | No | |
| IT Requirements | | |
| Laptop reqd. Y/N <i>If Yes, provide WBS</i> | Email Access Y/N | Others |
| No | No | |

6. Minimum Qualifications Required

- Education: Advanced university degree in Demography, Statistics, Epidemiology, Public Health or any other Social Sciences related technical field.
- Work Experience: At least seven years’ experience in writing statistical reports (report wiring using MICS or Demographic and Health Survey (DHS) template is essential).
- Special skills: Strong computer skills and strong expertise in statistical analyses (familiarity with data processing and data analysis software, particularly SPSS).
- Excellent oral and written communications in English.
- Excellent data analysis and interpretation skills.
- Excellent communication and interpersonal skills.
- Knowledge of UNICEF programmatic priorities (health, education, nutrition, water & sanitation, child protection) etc. are preferable.

The consultant should respect the confidentiality of the MICS data as well as any country specific MICS documents that will be produced throughout the MICS process. The consultant can use the documents and the datasets only for the tasks related to these terms of reference.

- Consultant(s) will provide own stationery and materials (computer, discs, software)
- All payments must be within the contract agreement paid monthly against deliverables
- No contract will commence unless the contract is signed by both UNICEF and the consultant(s)
- The consultant is expected to work independently with minimum supervision.

7. Contract Supervision

The consultant will report to the UNICEF Chief of Planning & Evaluation and liaise closely with the MICS Consultant. Progress will be monitored through the interim review of draft chapters.

If you are qualified and interested in the position, please forward your application with updated UN Personal History Form (available at www.unicef.org/employ), with the title of the position in the subject line, via email to nephrcic@unicef.org and by **December 10, 2014**. Please indicate your ability, availability and daily/monthly rate to undertake the terms of reference above. **Applications submitted without a daily/monthly rate will not be considered.**