

UNICEF WCARO TERMS OF REFERENCE

MICS Sampling Expert

Duty Station: WCARO

Country: Senegal

Region: WCAR (Togo, Guinea Bissau, Equatorial Guinea)

Planned Duration of Consultancy: 16 days (1st September 2017 to 31 of July 2018)

Application Close: 31 August 2017

Contract Type: Consultancy - SSA

Submitted by: PM&E Section

Background and Justification

UNICEF places a high priority on the availability of recent and reliable information with which to monitor the situation of children and women. Statistically sound and internationally comparable data are essential for developing evidence-based policies and programmes, as well as for monitoring countries' progress toward national goals and global commitments, including the Sustainable Development Goals (SDGs).

UNICEF assists countries in collecting and analysing data in order to fill data gaps for monitoring the situation of children and women through its international household survey initiative the Multiple Indicator Cluster Survey (MICS). MICS enables countries to produce statistically sound and internationally comparable estimates of a range of indicators in the areas of health, education, child protection, water and sanitation and HIV and AIDS. MICS findings are typically among the most important sources of data within a country used as a basis for policy decisions and programme interventions, and for influencing public opinion on the situation of children and women.

The current and sixth round of MICS is taking place in 2016 - 2018. MICS6 questionnaires have a lot of new modules (victimization, functional capacities, water quality tests, foundational skills for children age 7-14, etc.) and were developed through consultations with experts from UN organizations, inter-agency monitoring groups and other global household survey programs. The survey questionnaires and supporting documents have now been finalized. Regional workshops on survey design and data processing have also been organized to support countries in the planning and implementation of their surveys.

MICS surveys are usually carried out by government organizations, with the support and technical assistance of UNICEF. As part of the MICS6 program, UNICEF will assist countries to implement a quality survey that complies with international standards to guarantee the required level of data quality, by mobilising technical assistance to countries at the regional level.

Across West and Central Africa, DRC, Chad, the Gambia, Central African Republic, Ghana, Mauritania, Guinea Bissau, Sao tome and Principe, Equatorial Guinea will be preparing for and conducting fieldwork for MICS6 surveys in 2016-2018. The survey aims to provide data as a baseline for the post-2015 agenda. All WCAR MICS6 will be implemented with CAPI applications, and data collected directly on tablets.

Sampling support needs to be provided both from a distance and during visits to the countries at the critical stages of survey implementation. To this end, UNICEF needs to work with sampling experts who can provide such support at the regional level. Due to the highly technical nature of the work involved, it is essential that experienced experts who will follow specific recommendations of the MICS programme are mobilized.

4. Methodology and Technical Approach

In the sampling-related areas of work, specific support is needed in the following areas:

- Sample size and design
- Sample selection
- Assessment of suitable sample frames
- Updating of sample frames
- Calculation of sample weights
- Calculation of sampling errors

5. Activities, Tasks, Outputs and Deliverables

- 1) Design or review sampling plans developed by the statistical agencies designing MICS surveys, using MICS6 tools and template
- 2) Review, advise or, if necessary, calculate the sample weights for countries after the data collection is completed before they proceed with the data analyses,
- 3) Visit MICS implementing countries to discuss the sampling plans and sampling weights
- 4) Review the relevant chapters of the MICS country reports.
- 5) Exhaustive trip reports and constant communication with RO and HQ are requested.

With the exception of visits to MICS implementing countries, work can be done remotely.

Deliverables are:

- Templates, guidelines, programmes, presentations and manual as indicated above
- Reports on reviews of sampling plans, sample weight calculations and sampling chapters in MICS country reports.

6. Management, Organization and Timeframe

The sampling expert consultant will work under the supervision of the MICS Regional Coordinator in WCARO; all documents prepared and decision made in countries should be submitted to Regional Coordinator and MICS Global team in UNICEF HQ after each trip.

This contract will be for 16 working days and will be valid from 1st of September 2017 to 31 of July 2018. Only the worked days will be paid.

7. ROMP Reference, Budget and Remuneration

Budget: WBS 456C/C0/09/100/116/001 Non-Grant BMA

This consultancy will contribute to achieve the 2014-17 ROMP, result 6.2 and from January 1st to the 2018-2021 ROMP, Outcome 6.2.

Consultancy daily fee:

- P4 /P5 level
- Total of 16 working days (USD 540/day)
- Travel and DSA fees (for 2 trips of 6 days to Guinea Bissau and Equatorial Guinea)

Monthly (or less frequent depending on the arrangements with the consultant and volume of work) payments on the basis of an activity log and invoice.

8. Qualifications and Specialized Knowledge/experience required

- At least a Master's Degree or equivalent in Survey Sampling or Statistics with special expertise in survey sampling
- At least 10 year experience in designing samples for household surveys around the region (experience in countries without recent census information is an asset)
- Must have expertise with the MICS sampling methodology
- Demonstrated training experience
- Experience of working in developing countries and more specifically in West and Central Africa
- Excellent communication and interpersonal skills
- Fluency in French and English is requested;
- Demonstrated ability to work in a multicultural environment

9. Conditions of Work

- The Regional Sampling Consultant will work from home using own equipment and stationary. During missions, UNICEF COs will provide working space for the consultant, preferably with implementing partner.
- The contract may not commence unless signed by both UNICEF and the consultant.
- Consultant will be required to sign the Health statement for consultants/Individual contractor prior to taking up the assignment.
- The Form 'Designation, change or revocation of beneficiary' has to be completed by the consultant and submitted to the HR Section.
- Basic Security in the Field Training Certificate
- The Regional Sampling expert 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 Regional Sampling expert can use the documents and the datasets only for the tasks related to these terms of reference.

10. UNICEF recourse in case of unsatisfactory performance:

Payment will be made after each trip but only for work satisfactorily completed and accepted by UNICEF.

Application Procedures:

If you are qualified and interested in the position and meet the requirements, please forward your application with updated curriculum vitae and UN Personal History Form (available at www.unicef.org/employ), with **"the title of the position as the subject"**, via email to wcarohr@unicef.org by August 31, 2017. Please indicate your daily rate to undertake the terms of reference above. Include as well fees for travels and DSA (for 1 trip and 6 days of mission in Guinea Bissau and in Equatorial Guinea). Applications submitted without a daily rate or without travel fees will not be considered.

UNICEF is committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates from all national, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of our organization.

Prepared by: Michele Seroussi, M&E Specialist

Signature: _____

Date: _____

Reviewed by: Inoussa Kabore, Regional Chief M&E

Signature: _____

Date: _____

Approved by: Herve Peries, PM&E Chief of Section

Signature: _____

Chief of Section

Date: _____

Signature: _____

Human Resources

Date: _____

Approved by:

Signature: _____

Deputy Regional Director

Date: _____