



BRINGING CIVIL SOCIETY TOGETHER
TO END THE TUBERCULOSIS EPIDEMIC

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Terms of References for Individual Consultant

to provide services in guiding the overall process of conducting community-led monitoring

Date: 06 May, 2023

About TB Europe Coalition (TBEC)

Established in 2009, TBEC is a regional advocacy network of civil society organizations and individuals from across the World Health Organization (WHO) Europe region, comprising Western and Eastern Europe, Caucasus and Central Asia. The network aims to strengthen the role of civil society within the regional response to TB, and ensure political and financial commitments to end TB. Currently TBEC has more than 300 members from more than 30 countries in the region. In 2017, TBEC was registered as a legal entity in the Netherlands to step up its regional and national advocacy, capacity building and support to country-led TB advocacy initiatives. The TBEC Secretariat is located in Kyiv and responsible for the coordination, communication, administration, programmatic and policy management of the network.

Background:

Supported by USAID and the Global Fund Strategic Initiative to find the Missing People with TB, the Challenge Facility for Civil Society (CFCS) is the Stop TB Partnership grant mechanism for TB affected community and civil society grassroots organizations to transform the TB response so that it promotes and protects human rights and gender equality. Strengthening community and civil society responses is an ethical and programmatic imperative in this pursuit.

On 28 June 2023, the Stop TB Partnership launched the Challenge Facility for Civil Society Round 12 funding. CFCS Round 12 aims to support organisations of people affected by TB and civil society organisations to champion and contribute towards ensuring ambitious and strong people-centred, human rights-based, gender-transformative national TB responses, advocacy and accountability efforts to End TB.

The project's aim is to accelerate CSOs/community efforts for ending TB in the EECA region by strengthening multisectoral collaboration, enhancing political commitments, empowering communities, and ensuring sustainable service provision.

The objective of the assignment:

The purpose of the activity is to guide the overall process of conducting community-led monitoring (CLM) to make a comprehensive review of the progress made by the countries in implementing the standardized package of community-based support in the six countries of the EECA region: Azerbaijan, Belarus, Kyrgyzstan, Moldova, Tajikistan, and Ukraine.

1. By using a mix of methods to conduct a review of the progress in implementing the standardized package of community-based support services including assessing the coverage and quality of services provided, as well as identifying any gaps or areas for improvement in the selected countries of the EECA region (Azerbaijan, Belarus, Kyrgyzstan, Moldova, Tajikistan, and Ukraine), including a thorough analysis of the following:
 - The current level of coverage/progress in standardized community-based support services in each of the selected countries.

- The key achievements in implementing the standardized package of community-based support services in each country.
 - Challenges or obstacles encountered during implementation, and how they have been addressed by each separate country.
 - The process of monitoring and evaluation of the services provided within the standardized package.
 - Lessons learned that could be shared across the countries to enhance the implementation of community-based support services.
 - To develop recommendations for improving the coverage, quality, and effectiveness of community-based support services within the standardized package in the EECA region.
2. To make the analysis of the data received and to develop a comprehensive report including description of the progress, existing gaps and challenges, lessons learned and the recommendations for further improvements in implementing the standardized package of community-based support services.

The scope of work:

The International Consultant is expected to:

1. Suggest methodology for conducting the review/analysis, including timelines and deadlines for key deliverables.
2. Supervise national consultants and suggest a mix of tools appropriate for conducting the review/analysis. This may include, but is not limited to, the following:
 - Desk review of the materials/documentation available in each country with support from national consultants.
 - Guides for individual or group interviews conducted by national consultants with representatives of CSOs, CBOs involved in delivering standardized community-based support services and other interested stakeholders;
3. Develop the database for collecting data.
4. Provide expert advice and technical guidance to national consultants from the six selected countries during the CLM process.
5. Bear the responsibility for the overall quality and integrity of the reporting.
6. Aggregate data, make its analysis and develop final report.
7. Jointly with the national consultant develop a PPT and present key findings of the review during the national (1 per country, if required) and regional events organized and/or hosted by TBEC.

Expected outcomes:

1. Methodology of the CLM.
2. Guides for conducting interviews.
3. Database.
4. Final report and PPT for presenting the results.

Duration of the assignment:

- The work is expected to start after signature of the specific agreement for individual consultancy services. The duration of the agreement is May - September 2024.
- The Consultant will be responsible for the payment of taxes according to the laws of their country of residence.
- Remuneration will be paid in US Dollars, so consultant shall have a USD bank account.

Qualification requirements:

The Consultant should meet the following qualifications:

Experience/Knowledge

- Bachelor or Master's Degree in Economics, Public administration, Public health, Social Work, or Social or Political science;
- Demonstrated experience in designing and implementing monitoring and evaluation methodologies, particularly in the context of public health or community development programs; the ability to suggest appropriate methodologies for conducting reviews and analyses, develop timelines, and define key deliverables.
- Proven experience in supervising and coordinating the work of national consultants, including providing guidance on methodology selection and tools, setting clear deadlines, and ensuring the timely delivery of outputs.
- Experience in developing databases for data collection and management, as well as expertise in data analysis techniques.
- Excellent writing skills for ensuring the quality and integrity of reports produced during the review/analysis process; the ability to synthesize complex information, communicate key findings clearly, and tailor messaging for different audiences is essential.
- Familiarity with the socio-economic, political, and cultural context of the EECA region, as well as specific knowledge of the health systems and community structures in each country (Azerbaijan, Belarus, Kyrgyzstan, Moldova, Tajikistan, and Ukraine), is important for contextualizing the monitoring process and recommendations.
- Proven experience in community development; deep understanding of community development principles, methods, and best practices, knowledge of community engagement strategies, participatory approaches, and capacity-building techniques.
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- Experience providing consultancy services under regional projects is an asset.

Competencies:

- Focuses on achieving results;
- Sets priorities, produces quality outputs, meets deadlines and manages time efficiently;
- Has a dynamic, positive and adaptive attitude towards work-related challenges, bringing innovative and effective solutions to them;
- Ability to work independently and respond to feedback in a timely and professional manner;
- Proven ability to meet deadlines.

Languages

- Good knowledge of English and Russian is required.