Vacancy notice

Process evaluation Consultant

1. Purpose of the Consultancy

To coordinate qualitative research data analysis as part of process evaluation, as well as context mapping for the Community and Provider Social Accountability Intervention (CaPSAI) in two countries (Ghana and Tanzania).

2. Background

The continuing burden of unmet need for contraceptives and family planning services and information remains a challenge. Often, contraceptive services and supplies remain inaccessible for many women and girls, and men and boys because they are not available, and they are not affordable. For women and girls who do have access to family planning (FP) and contraceptive services, they can face informal fees, disrespectful staff, few methods offered, and may lack knowledge and information about contraception. In addition to poor quality services, their communities may obstruct women’s and girls’ and men and boys’ rights to decide to use it. Independent monitoring and social accountability approaches can help address many of the barriers in FP programmes caused by weaknesses or inefficiencies in the health system that are often inadequately captured by routine monitoring.

The Department of Reproductive Health and Research and the UNDP/UNFPA/UNICEF/WHO/World Bank Special Programme - HRP is conducting a 24-month quasi-experimental comparison study to evaluate the effect of social accountability processes on contraceptive uptake and use. The Community and Provider driven Social Accountability (CaPSAI) Project will contribute to the growing but limited group of research projects aiming to better understand how social accountability and participatory processes in the context of health programmes.

The CaPSAI Project will scale up a social accountability intervention and aims to evaluate the effect of social accountability processes on contraceptive uptake and use. This study will take place in two countries with low levels of modern contraceptive use at five to eight facilities per country. The study will determine the change in contraceptive use and uptake, and the effects of the social accountability process using cross-sectional and cohort design features. Process evaluation will be conducted alongside the quasi-experimental study to evaluate the implementation of the social accountability intervention. To understand the context in which the intervention is conducted, as well as track other FP/C and social accountability programmes that maybe implemented in the sites, context mapping will be conducted in each district in each country.

The process evaluation is documenting the implementation of the 8 steps of the intervention in four intervention facilities per country and will use five different methods and data sources to document the processes contained in the social accountability intervention and enables a fuller description of how the findings were produced. These methods and data sources include, context mapping, case studies of change, in-depth interviews, non-participant observation and document review.

How to apply Individuals interested in submitting their application are invited to send their cover letter and a WHO Stellis CV (please sign in and complete your “General Profile – 1700001” under WHO’s HR platform: https://careers.who.int/careersection/ex/jobsearch.ftl#https://careers.who.int/careersection/ex/jobsearch.ftl# ) to steynps@who.int, indicating “WHO/HRX Process evaluation Consultant.” All applications received will be acknowledged. Closing date for applications is 17 October 2018.
Terms of reference

Organizational Background

The Department of Reproductive Health and Research (RHR) works to enable people to protect their own health as it relates to sexuality and reproduction and to receive quality health care in matters related to sexual and reproductive health. To achieve this, the Department advocates and promotes sound public health strategies, sets norms and standards, engages in technical cooperation activities, and supports research. RHR's overall strategic framework is provided by the WHO Global Reproductive Health Strategy approved by the 57th World Health Assembly in 2004. More information about RHR can be found at http://www.who.int/reproductive-health.

RHR includes the UNDP/UNFPA/UNICEF/WHO/World Bank Special Programme of Research, Development and Research Training in Human Reproduction (HRP). HRP is the main instrument within the United Nations system for promoting, conducting, evaluating and coordinating interdisciplinary research on sexual and reproductive health; for collaborating with countries in enhancing national capacities to conduct this research; for promoting and facilitating the use of research results in policy-making and planning for sexual and reproductive health care; and for the setting of standards and guidelines, including technical and ethical guidelines, in the field of sexual and reproductive health research. More information about HRP can be found at http://www.who.int/reproductive-health/hrp.

Summary of duties:

1. The successful candidate will provide support for the process evaluation and context mapping data management and analysis. This will include ensuring that the research teams conduct the qualitative research activities according to the workplan for the process evaluation and relevant SOPs. Duties will include verification that data quality procedures are followed, and guidance on analysis of the process evaluation data. Data analysis guidance will include guidance on the coding of the data (interviews, notes and document reviews), and the synthesis and compilation of data collected by the various instruments.

2. The successful candidate will provide support to the CaPSAI Project research partners in data processing and coding. He/she will assist in outlining how the code book will be developed, so that there is one common codebook which can be used across two countries, allowing for data comparison. He/She will also assist in coordination and support of the data coding and analysis. This will be done in collaboration with WHO HRX/RHR.

1. Technical support for the intervention: Regular monitoring of the implementation progress and timelines in 16 sites as part of regular updates. The consultant will also oversee the documentation for ongoing implementation activities in these sites and ensuring the files are up to date and complete. Providing timely, effective and quality technical support, including training as required to partners on the implementation of project activities and its ongoing documentation; including assuring confidentiality and anonymity. In the sites where the process evaluation is being captured, ensuring the coordination between the intervention and the process evaluation in 8 sites across both countries.

2. Coordination of the intervention: Coordinate the National implementing partners in project management and reporting; ensuring national implementing partners compliance with WHO and policy, procedures and requirements and national research requirements, as well as ensuring national partners to maintain regulatory files in each country. Coordinating and undertaking project monitoring visits, coordinating and participating in the meetings with the various groups associated with the project. The consultant will be working with the management team to ensure that the project is on track with the planned GHANT chart, is producing meaningful output and managing any changes that require protocol, funding or time amendments.
WHO Competencies

1. Producing results
2. Communications
3. Building and promoting partnerships across the organization and beyond.

Essential knowledge and skill

1. Excellent knowledge English.
2. Excellent writing, including report and manuscript writing and communication skills
3. Demonstrated proficiency in project management.
4. Knowledge in public health, preferably reproductive health and rights.
5. Knowledge of social accountability and implementation research

Essential educational qualifications

Master's/ Post graduate degree in public health or relevant field

Essential relevant experience

A minimum of 6 years implementing projects is required, preferably within an international development setting.

Desirable experience

Experience in implementation research is highly desired

Language Skills

Fluency in English is required. Knowledge of additional UN languages is an advantage.

Other Skills

Skills required using e-mail, PowerPoint, Excel, and word processing software independently and efficiently.

Planned timelines (subject to confirmation)

Start date: 29 October 2018
End date: 19 Augustus 2019

Travel

Any travel costs to Geneva or elsewhere for meetings will be provided in addition to the details and amount indicated under this Consultancy.

All travel arrangements will be made by WHO – WHO will not be responsible for tickets purchased by the Consultant without the express, prior authorization of WHO. While on mission under the terms of this consultancy, the Consultant will receive subsistence allowance up to the maximum of the UN DSA.

The Consultant shall undergo medical clearance prior to travelling.

Visas requirements: it is the consultant's responsibility to fulfil visa requirements and ask for visa support letter(s) if needed.

Medical clearance

The selected Consultant will be expected to provide a certificate of good health from his / her treating physician.