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|  | **Short Term Consultancy (STC)**  **Data Management** |

**Terms of Reference**

This STC is requested by:

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| Unit: | Healthier population through the Life Course (Cat 3) |
| Department: | Nutrition |

1. **Purpose of the Consultancy**

The consultancy will provide assistance on data and monitoring indicators, related to nutrition in emergencies, nutrition surveillance and support to nutrition stabilization centers to the flood emergency response in NSCs supported through WHO in Pakistan

1. **Background**

Pakistan has been drenched by intensified monsoon rains this summer that have led to the country’s worst flooding in a decade. According to Pakistan’s National Disaster Management Authority (NDMA), the floods have adversely affected more than 33 million people and damaged more than 1 million houses. A total of 81 districts have been declared “calamity hit’ nationwide. Unfortunately, the healthcare delivery system for optimal delivery of key nutrition services was already challenged and the recent flood situation has further compromised the capacity of health system to respond to the nutrition needs of affected population.

A data management consultant support is needed in order to provide support in analysis of data received from NSCs and nutrition surveillance ,

1. **Work to be performed.**

**Output 1:** Provincial and national database update based on the analysis focused on predefined nutrition indicators, and the data collected from the provinces through coordination from WHO provincial offices.

**Deliverable 1.1:** Collect and keep proper and updated record of all nutrition supplements, medicines and equipment of support provided to Nutrition Stabilization Centers in the provinces.

**Deliverable 1.2:** Maintain databases and draft reporting formats for baseline, and other data management in consultation with the supervisor and provincial offices.

**Deliverable 1.3:** Collect and regularly update 4W information on monthly basis from provinces.

**Deliverable 1.4:** Collect, compile and analyze nutrition stabilization centers data on monthly basis, generate the desired reports like bulletins, monthly situation reports on nutrition, 5 W matrix on monthly basis, generate the desired reports and provide feedback to the team and keep record of supplies and nutrition kits.

1. **Planned timelines** (subject to confirmation)

Start date: 13/11/2023.

End date: 30/06/2024

1. **Deliverables and timelines**

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| Deliverables | Payment Schedule |
| First Deliverable: Signing of contract  6/10/2023 | 0% |
| Second Deliverable:  17/10/2023 | 20% |
| Third Deliverable  30/12/2023 | 20% |
| Fourth Deliverable  28/02/2024 | 10% |
| Fifth Deliverable  30/04/2024 | 20% |
| Sixth Deliverable  30/06/2024 | 30% |

1. **Technical Supervision**

The selected APW holder will work in the supervision of:

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| --- | --- | --- | --- |
| Responsible Officer/s: | Dr. Noureen NISHTAR  NPO Nutrition  Provincial officers:  Please insert your names, info and share back | Email | [Nishtarn@who.int](mailto:Nishtarn@who.int) |
| Responsible Officer: | Thom Ellen  cluster lead category 3 | Email | Thome@who.int |
| Responsible manager | Dr Mahipala Palita  Head of mission WHO Pakistan/ WR Pakistan | Email | mahipalap@who.int |

1. **Specific requirements**

- Qualifications required:

University Degree in Data Management, information technology, software engineering, sociology, computer science or related field. Diploma in data management is an asset.

- Experience required:

At least two year of work experience in data management, research and analysis specifically related to nutrition

- Skills / Technical skills and knowledge:

* Sound interpersonal and communication skills
* Working experience with WHO in nutrition intervention and closely working with DOH will be preferred.
* Ability to work in the intensive care settings and willingness to travel to intervention sites, frequently.
* Sound monitoring skills

- Language requirements:

* Excellent spoken and written skills of English and local language.

1. **Place of assignment**

* The selected candidate will have to perform duties at WHO provincial offices or as directed by the supervisor.