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|  | **CONSULTANCY** |

**Terms of Reference**

This Consultancy is requested by:

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| Unit: | Promoting Health through the Life Course |
| Department: | RMNCAH |

**Purpose of the Consultancy**

The aim of this assignment is to develop a comprehensive database and continuous updating of the database for WHO RMNCAH activities at national and provincial/area levels.

**Background**

The World Health Organization (WHO) Pakistan, has been working across the country in the domain of reproductive, maternal, newborn, child and adolescent health (RMNCAH). The global guidelines and technical initiatives are adapted at country level with support to the national and provincial departments for introduction and implementation at scale. Similar technical assistance is also extended in humanitarian settings including the COVID-19 response and the recent floods to ensure continuity of essential RMNCAH services to vulnerable populations in the affected areas.

Use of technology to facilitate the implementation at ground has been supported including development of mobile applications and relevant dashboards. In order to keep a streamlined record of the WHO supported RMNCAH programme activities and generate regular reports for sharing with relevant stakeholders and inform planning, services of a relevant technical expert is required.

**Objectives**

The main objective of this position is to maintain a comprehensive database on RMNCAH programme supported by WHO Pakistan. The maintenance of a database would allow us to highlight achievements, identify gaps and provide recommendations for future actions in RMNCAH.

**1.**      **Scope of work:**

The consultant will be responsible for the following tasks:

1. Coordinate data collection for timely reporting of ongoing activities.
2. Review, analyse and generate reports using the dashboards on key indicators related to RMNCAH.
3. Develop new and revise existing dashboards as needed.
4. Coordinate with relevant stakeholders and partners on similar tasks.
5. Share monthly updates for sharing with supervisor and facilitating in the achievement of program related objectives.
6. Conduct capacity building of field teams and implementing facility staff on relevant digital tools.
7. Perform any other tasks assigned by the supervisor as per the program activities.

**Planned timelines (tentative)**

Start date: 01/01/2025

End date:   28/02/2025

**2.**      **Deliverables and timelines**

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| **Deliverables** | **Payment Schedule** |
| **First Deliverable:** Signing of contract | 0% |
| **Second Deliverable:**  -          First progress report outlining the tasks performed during the first month. | 30% |
| **Third Deliverable:**  -          Second progress report outlining the tasks performed during the second month. | 35% |
| **Fourth Deliverable**  -          Third progress report outlining the tasks performed during the third month. | 35% |

**3.**      **Technical Supervision**

The selected Consultant will work under the direct supervision of:

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| --- | --- | --- | --- |
| Responsible Officers: | Dr Qudsia Uzma, Technical Officer RMNCAH | Email: | [uzmaq@who.int](mailto:uzmaq@who.int) |
| Manager: | Ms. Thom Ellen, Cluster lead HPLC | Email: | [thome@who.int](mailto:thome@who.int) |

**4.**      **Qualifications and Expertise:**

The selected individual should possess the following qualifications and expertise:

-          Graduate studies in social sciences, computer/data sciences, or relevant field. Postgraduate studies will be preferable.

-          At least 2 years of demonstrated experience in managing data sets, developing dashboards and analysing large datasets.

-          Strong research and analytical skills, with the ability to gather and synthesize information from various sources.

-          Proficiency in relevant software applications for data analysis, report writing, and visual presentation.

**5.**      **Place of assignment**

The selected candidate will be based in Islamabad. (field travel may be required)