

# TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE	
Hiring Office:	UNFPA Rwanda Country Office
Purpose of consultancy:	<p><b>VCAT training – Ensuring that UNFPA works to the extent of our mandate.</b></p> <p>The United Nations Population Fund (UNFPA) is the United Nations sexual and reproductive health agency with the mission to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled.</p> <p>UNFPA has a vision of a Rwanda where every woman and adolescent has the right to access a range of professional services in Sexual and Reproductive Health and Rights (SRHR), including comprehensive abortion care. In order to passionately work towards that goal, the Rwanda Country Office needs continuous capacity development. The Values Clarification and Attitude Transformation (VCAT) training is a training that will enable the participants to reflect on their personal values and attitudes, learn how they might affect their professional work and consider the importance of reaffirming their professional responsibilities in alignment with UNFPA’s mandate. The training focuses on reducing stigma related to comprehensive abortion care and working with LGBTQI populations in order to ensure UNFPA’s ability to work to the full breadth of its mandate.</p> <p><b>Background and rationale</b></p> <p>With about 13,2 million inhabitants Rwanda has a fertility rate of 3,6 children/women and adolescents representing 22% and youth 32% of the Rwandan population. The modern method Contraceptive Prevalence Rate (mCPR) increased from 47,5% in 2015 to 58% in 2020; the unmet need for FP decreased from 19% in 2015 to 14% in 2020. In the Africa region, Rwanda ranks second of 6 East and Central African countries for modern contraceptive prevalence rate (mCPR) among women in union and for the lowest unmet need for FP. Conversely, Rwanda is one of the lowest in the region for mCPR among unmarried sexually active women. For people living in vulnerable contexts the FP uptake is low. Furthermore, 39% of child births are unintended (12% unwanted and 27% mistimed) making only 60% of the actual births wanted. This highlights the need for efforts focused on increased access to modern contraception for all men and women of reproductive age and particularly those living in vulnerable contexts.</p> <p><b>Comprehensive Abortion Care:</b> In the Sub-Saharan African region, the rate of unsafe abortion is higher than anywhere else in the world. While globally 45% of all abortions are unsafe, it is estimated that 77% of all abortions in the region are unsafe, totaling nearly 62 million per year and causing 185 deaths per 100,000 abortions. Each year, 4.7–13.2% of maternal deaths can be attributed to unsafe abortions.</p> <p>Under WHO’s Global Reproductive Health Strategy, the elimination of unsafe abortion is a priority mandate. The UNFPA Strategic Plan (2022-2025), article 61 under Outcome 2 for the acceleration of preventable maternal deaths, states that “UNFPA will scale up national interventions on equity in access and the quality of comprehensive sexual and reproductive health care by supporting national efforts for scaling up the implementation of the essential sexual and reproductive health package”. Included in this package is access to comprehensive abortion care.</p> <p>Complications from unsafe abortion pose a significant public health challenge in Rwanda. Based on results from a national-level study, which included data from 165 facilities in Rwanda, the rate of abortion complications at health facility level was estimated at 10.7 per 1,000 women aged 15-44 years old<sup>1</sup>. Since 2000, Rwanda has made significant progress to reduce its maternal mortality ratio (MMR) from 1,071 to 203 per 100,000 live births in 2020.</p> <p>While progress has been made, the maternal mortality figures remain high, and programs to reduce maternal mortality are still needed. The government of Rwanda has put in place policy and activities against preventable maternal deaths. Additionally, the Ministry of Health through Rwanda Biomedical Centre (RBC) is finalizing the implementation plan on Comprehensive abortion care (CAC) for the period 2022-2024, that was recently aligned with the new WHO Abortion Care Guideline.</p> <p><b>LGBTQI Community:</b> Rwanda is one of the few African countries that has assented to international conventions and continental frameworks that protect the human rights of all citizens including LGBTQI populations. The country is a signatory to the 2011 United Nations statement that condemns violence against LGBTQI people and has joined nine other African countries to support LGBTQI rights. In 2009, the Government of Rwanda opened debates on decriminalization of specific areas of sexual and reproductive health and rights (SRHR), including same-sex relationships and adolescent SRHR. In 2018 the penal code was revised, which completely removed articles criminalizing same-sex relationships.</p>

	<p>Despite the positive progress, the LGBT community continues to face discrimination based on individual and communal moral and cultural convictions. In Rwanda, sexual orientation remains a taboo. Even as the Rwandan law does not criminalize LGBTQI individuals, their rights are open to interpretation based on the moral inclinations of members of the public and those in positions of power. This results in compromises in the LGBTQI communities' access to rights including SRHR. A study made by health development initiative (HDI) and African population and health Research Center (APHRC) in 2021 found that 47% of the respondents (LGBT individuals) experienced challenges in accessing Health services and 23% of the LGBT individuals had experienced discrimination when receiving health care services. In the same study the public perceptions were also examined. 43,5% of the respondents strongly agreed with the statement that LGBT individuals are mentally sick people.</p> <p>LGBTQI community and other key populations are some of the furthest behind and need equal access to sexual and reproductive health services including contraception services, safe abortion care and maternal services. Increased access to quality SRHR services contributes to the 2030 Agenda for sustainable development, achievement of good health and well-being, gender equality and the end to poverty.</p> <p>The proposed training is in line with UNFPA's three transformative results and focuses on taking into account the furthest behind first. In order for the country office to effectively understand and work towards Universal Coverage of sexual and reproductive health care for all.</p> <p>Values clarification and attitude transformation (VCAT) aims to move participants toward support, acceptance and advocacy for comprehensive abortion care and related sexual and reproductive health care and rights. In order to more effectively advocate for the UNFPA mandate, it is crucial that all staff have the opportunity to engage in VCAT- training.</p> <p><b>Purpose:</b> Offering UNFPA employees clarity regarding the organization's position and building comfort with programming on comprehensive abortion care and key populations including LGBTQI populations.</p> <p><b>Overall Objective:</b> The overall objective of a VCAT workshop is for participants to explore, question, clarify and affirm their values and beliefs about Comprehensive Abortion Care and key populations including LGBTQI communities, such that their awareness and comfort with the comprehensive, people-centered care is increased.</p> <p><b>Specific Objectives:</b></p> <ul style="list-style-type: none"> <li>● To sensitize all UNFPA employees to the stigma, biases and preconceived notions that surround many SRHR services, and particularly CAC and key populations and better understand how this impacts the health and wellbeing of the communities we ultimately serve.</li> <li>● Identify the values that inform their current beliefs and attitudes about sensitive SRHR related issues and be able to describe alternative values and their consequences;</li> <li>● Distinguish between assumptions, myths and realities surrounding unwanted pregnancy and abortion and the women and families who experience them; Explain correct information about LGBTQI and the circumstances surrounding it in a concise and easily understandable manner;</li> <li>● Demonstrate empathy toward the women, people, families and health-care workers who experience abortion or are part of the LGBTQI community;</li> <li>● To present the UNFPA Abortion Operational Guidance to all relevant UNFPA staff, and facilitate the process of integrating the operational guidance into current and future activities.</li> <li>● Recognize and reaffirm their professional responsibilities with regard to supporting access to quality comprehensive abortion care and leaving no one behind with a target on LGBTQI+.</li> </ul> <p><b>The purpose of this consultancy</b> is to facilitate a 2-day highly interactive workshop to provide UNFPA country level staff the necessary familiarity of the VCAT training as well as the UNFPA Operational Guidance in regards to Safe abortion and key populations. The first and second day's activity will commence with a required VCAT- workshop. This activity will set the stage for participants and offer them an opportunity to examine their concerns and biases around abortion and LGBTQI+ interventions. The afternoon of day two will serve to help staff gain awareness and understanding of key components of the Operational Guidance, and to discuss how this may impact their work and program planning.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p><b>Scope of Work</b></p> <p>The VCAT facilitator will work for a maximum of 5 working days (2 days during the workshop, plus 2 days for preparatory meetings with UNFPA and material preparation and one-day report drafting and finalization upon receiving the feedback):</p> <p><b>Phase 1: Preparatory meeting</b></p> <ul style="list-style-type: none"> <li>● The facilitator will attend a preparatory meeting with the organizers on a mutually agreed date before the commencement of the workshop to better understand his/her role</li> <li>● Fine tune the agenda in collaboration with the organizers;</li> <li>● Assess and ensure the accurate resources (equipment, Internet connectivity,</li> </ul>

	<p>logistics) and advise organizers in a timely manner;</p> <ul style="list-style-type: none"> <li>● Suggest a reporting format for review and approval by the organizers.</li> </ul> <p><b>Phase 2: Facilitate the VCAT- training</b></p> <ul style="list-style-type: none"> <li>● The facilitator will ensure a high quality VCAT training for the UNFPA personnel.</li> <li>● S/he will be responsible for timely and elaborated training to meet the specific objectives listed above.</li> <li>● The Facilitator will ensure all necessary material is updated and available throughout the training.</li> <li>● The facilitator will be part of the full duration of the workshop.</li> <li>● The facilitator is expected to work with his/her own equipment including a laptop and any other equipment needed for the VCAT- training.</li> </ul> <p><b>Phase 3: Finalizing the report after the training</b></p> <ul style="list-style-type: none"> <li>● Provide a professionally written, accurate, relevant, useful and analytical report in soft copy (emailed) according to the format provided and the following agreed timelines: <ul style="list-style-type: none"> <li>• Summary draft report made available to organizers within 5 days after the workshop</li> <li>• First full draft report (based on revised summary) made available to UNFPA who will revert with comments, within 3 working days</li> <li>• Submission of final workshop report 1 working day after receiving comments.</li> </ul> </li> <li>● The report will include: <ul style="list-style-type: none"> <li>• A summary of key points made during the training.</li> <li>• A synopsis of key recommendations/actions points emanating from the discussions.</li> <li>• An analysis of key points and recommendations.</li> </ul> </li> </ul>
Duration and working schedule:	The contract will start on the 5th of November 2023 and will end on the 20th of November 2023. The consultant will be working for a maximum of 5 days within the timeframe of the contract.
Place where services are to be delivered:	<ul style="list-style-type: none"> <li>- The workshop preparations will be conducted virtually and physically at the UNFPA Country Office in Kigali.</li> <li>- The workshop venue will be a Park Inn hotel in Kigali.</li> <li>- The reporting will be done virtually.</li> </ul>
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The facilitator will ensure the objectives are met in the scope of work as mentioned above by:</p> <ol style="list-style-type: none"> <li>1. Adequate preparation and fine tuning of the agenda in collaboration with the organizing team.</li> <li>2. Facilitation of the 2-day VCAT training on the 14-15<sup>th</sup> of November in collaboration with the organizing team at UNFPA.</li> <li>3. Submitting a training report after the training.</li> </ol>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>The facilitator will have to propose formats for each task to be approved by the Rwanda CO team. In addition to the full VCAT training to be <b>prepared and conducted</b>, as highlighted above, the facilitator will have to deliver a training report within the following timelines:</p> <ul style="list-style-type: none"> <li>○ Draft report available to UNFPA, within 3 working days.</li> <li>○ Submission of final workshop report 1 working day after receiving comments</li> </ul>
Supervisory arrangements:	The VCAT- training facilitator will work in close collaboration with the UNFPA Rwanda CO Midwifery Specialist under the overall oversight of the Deputy Representative of UNFPA Rwanda CO.
Expected travel:	N/A
Required expertise, qualifications and competencies, including language requirements:	<p>The candidate will have a minimum qualification of a:</p> <ol style="list-style-type: none"> <li>1. Master's Degree in a Public health/ Medicine/Midwifery/Social sciences or related field. Additional training and qualifications/good experience in VCAT- training.</li> <li>2. Recorded Master Training certificate for VCAT training from IPAS or FIGO.</li> <li>3. At least 5 years of relevant experience.</li> <li>4. Experience in UNFPA's mandates (Sexual and reproductive health, Adolescents and youth, and Population dynamics) is an asset.</li> <li>5. Track record in VCAT – training including references.</li> <li>6. Ability to make PowerPoint and other types of presentations.</li> <li>7. Ability to meet tight deadlines and work under pressure.</li> <li>8. Very good facilitation skills and people skills.</li> <li>9. Very good public speaking and training skills.</li> </ol> <p>Being a resident of Rwanda is a requirement.</p>
Inputs / services to be provided by UNFPA or implementing partner (e.g	N/A

support services, office space, equipment), if applicable:	
Other relevant information or special conditions, if any:	N/A
Signature of Requesting Officer in Hiring Office:  Date:	