

SSA outline

1. Requesting officer:

Mary E Black PO CNSPM

2. Authorising officer

David Baker HOO

3. Type of SSA requested:

Individual Consultant

4. Detailed description of tasks to be performed

To prepare a report based on results and analysis of an evaluation study of school based psychosocial projects in Bosnia and Herzegovina in 1999. The report will contain analysis and data from two separate but parallel studies from both entities of B&H. The report will also reference previous UNICEF reports related to the school psychosocial project and relevant other literature.

The report will be 30 pages long, with a two-page annex giving a chronological review of UNICEF supported programmes in schools in Bosnia and Herzegovina. It will be made in English with standard international (Harvard or Vancouver style) and references. It should be ready for photocopying and distribution but not print ready. Submitted in paper and electronic format. Commence data 10 February 2001. End date 10 March 2001

Draft Contents

- Executive summary
- Introduction
- About psychosocial programs
- Previous studies
- About the evaluation study
- Methods
- Results
- Discussion
- Conclusions/recommendations
- References
- Appendix

5. Name and contact details of the consultant.

Name: Rune Stuvland
Institution: Center for Crisis Psychology Oslo
Address: Kr. Augustsgt. 12
City: N-0164 Oslo
Country: Norway
Bank name: Kreditkassen
Name of account: Center for Crisis Psychology Oslo
Bank acc no: 6029 06 22134

6. Attachments .

CV, P11

7. Description of selection process:

Rune Stuvland has been selected as the only person who is familiar with the data set and so able to reformat and edit it in short period of time. He also has relevant competence and experience, quality of approach, methodology and technology proposed for the assignment, academic qualifications and expertise, including demonstrable knowledge of local conditions as previous project officer for seven years in the region and proficiency in working languages of UN. Selecting any other person would incur much longer time to complete the task as they would have to review data set etc from the beginning.

8. Proposed fee:

Lump sum of 3,000 USD based on ten days work at P4 level at 300 USD per day.

Terms of payment. Lump sum payable on submission of final agreed report. Funding is available under PBA/ SM 2000/0135

9. Travel

None required

10. Working conditions

Consultant will work from home

11. Total cost

To UNICEF 3,000 plus printing and distribution costs.

12. Supervisor

Dr Mary E Black

13. Other UNICEF inputs

UNICEF will provide consultant with translated local reports as raw source of data

14. Administrative arrangements

None required.