**TERMS OF REFERENCE (TORs)**

Terms of Reference

Climate Change and Environment Specialist (Consultancy)

**Country Office:** UNICEF Eastern Caribbean Area Office

**Duty station:** Eastern Caribbean Area

**Location of Consultancy:** Bridgetown, Barbados

**Section:** Office of the Representative

**Consultancy title:** Climate change and Environment Specialist

**Supervisor:** Representative

**Duration of Contract:** August 2019 to July 2020

**BACKGROUND & RATIONALE**

UNICEF works in some of the world’s most hardship places, to reach the world’s most disadvantaged children, to save their lives, to defend their rights, to help them fulfill their potential. Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone, and we never give up.

The Eastern Caribbean is one of the world’s most vulnerable regions to climate change. The UNICEF Office for the Eastern Caribbean (“the Office”) is covering 12 countries and territories, mostly Small Islands and Developing States (SIDS). The sub-region is already seeing the impact of climate change with more frequent and intense weather events, which may erase decades of investment and sustainable development in a few hours. Slow onset disasters such as sea level rise and water scarcity are among other upcoming threats.

In February 2019, the Office initiated a Climate, Environment and Energy Landscape Analysis for Children (CEELAC) to examine climate, energy and environment-related issues affecting children in the Eastern Caribbean, and how they relate to UNICEF’s priorities. The report, which will be completed in July/August, will look at national and regional policy responses and the degree to which children/youth are considered within these, and include a mapping of key development partners’ current initiatives.

The CEELAC is being conducted within the broader context of UNICEF increasing though still emerging engagement in the field of climate change at a global level. Building on its current program, which partly focuses on Disaster Risk Reduction since Hurricane Irma and Maria in 2017, the Office is now looking at options to: 1) mainstream climate change and environmental issues into its multi-country strategic plan (2018-2021); 2) identify cross-sectoral synergies; 3) diversify its portfolio, based on UNICEF comparative

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1 Countries and Territories covered: Antigua and Barbuda, Barbados, Dominica, Grenada, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines and Trinidad and Tobago and four British Overseas Territories, namely, Anguilla, the British Virgin Islands, Montserrat and the Turks and Caicos Islands
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advantages, and 4) develop climate resilience expertise to be used at various levels. The first step towards these objectives and to implement recommendations formulated as part of the CEELAC, is to beef up the required ECA office human resources.

PURPOSE

The consultancy aims to support UNICEF Office for the Eastern Caribbean to: 1) mainstream climate change and environmental issues into its multi-country strategic plan (2017-2021); 2) identify cross-sectoral synergies; 3) diversify its portfolio, based on UNICEF comparative advantages, and 4) develop climate resilience expertise to be used at various levels. This will consist in supporting the implementation of recommendations formulated as part of the CEELAC, including short-term (1-3 months), medium term (4-8 months) and longer-term (8-12+ months) interventions.

ASSIGNMENT/EXPECTED RESULTS:

The consultant will be assigned the following tasks:

1) CEELAC follow-up
   - Contribute to the finalization of the report and related documents [e.g. country factsheets], and facilitate the report’s dissemination;
   - Engagement with key interlocutors to raise awareness and capacity on child rights-based approach to CEE issues (regional, governmental and non-governmental), including a) substantive focus considering specific impacts on children and young people (necessitating disaggregated data) and b) on process (e.g. consultations, indicators to capture their situation and monitor/evaluate results etc).
   - Develop an M&E plan to track the implementation of CEELAC recommendations; lead an internal evaluation of CEELAC implementation and update the CEELAC accordingly (i.e. a brief lesson learnt report to be prepared around June 2020).

2) Strategic planning, research and advocacy
   - Review the multi-country programme document in light of UNICEF Regional Office’s Strategic Framework “Climate Action for Children” (2019-2021) and other relevant strategic documents;
   - Conduct research to fill data gaps, identify best practices and support communication and policy advocacy regarding climate change, environmental issues and child rights in the Eastern Caribbean. For instance, based on CEELAC findings, identify several themes on which to write brief research papers such as obesity/CC, respiratory diseases, CC/indigenous rights in Kalinago territory, CC & CWD, etc – these papers could be prepared with an advocacy purpose, such as influencing sector policies. Another idea would be to use the context of the CRC 30th anniversary to advocate for the right to a healthy environment and other emerging child rights in the ECA context.
   - Strong advocacy component working with children and young people themselves to raise awareness/demand for climate action. Education is a key entry point to strengthen ongoing DRR work in this area. CEE impacts on health and WASH are interlinked and critical for children in the sub-region, there are strong grounds for this consultancy to consider scoping out a proposal on

2 To be adjusted based on the CEELAC adopted recommendations.
how UNICEF ECA could start looking at this area too, or at least beginning to seriously engage with key stakeholders in this area.

- Initiate and lead a child-centred, participatory research project on children and youth’ perceptions and experiences on climate change, including various deliverables (testimonies, exhibitions, reports, etc.) to be used at the occasion to pre-defined milestones. An idea could be to partner with other UN agencies, governments and NGOs to conduct research in communities where adaptation/mitigation projects are implemented and focus the research on impact on children – this may be a more affordable option, a way to accelerate partnership-building, expose UNICEF to new types of projects such as ecosystem/biodiversity management, and reach most exposed children.

- Liaise with the CEE team in HQ/NY and LACRO to contribute to UNICEF Knowledge Exchange on CEE

3) Fundraising and programming

- Explore opportunities to develop and raise funds for a flagship programme in the field of climate change. The programme should be child- and youth-centred, highly visible in the region and at country level, and include a C4D component. For instance an idea could be to create a strong and sustainable platform to engage children and youth on climate change – extensive use of social media, training of climate change ambassadors, low-cost/replicable pilot projects at country-level, such as clean-up campaigns, art interventions such as wall paintings, banners and signposts displayed at schools – in brief a project that empowers children and youth as actors of change: See this blog page: https://blogs.unicef.org/blog/climate-change-a-look-through-the-eyes-of-youth/

- Seek collaboration/co-implementation of projects with other UNICEF Country Offices in the Caribbean, in particular those that have conducted a CEELAC. It could be for instance about finding one concrete activity to implement with Haiti/Jamaica, who are conducting their CEELAC. This could be involving them in the above-mentioned participatory research.

- Develop tools and guidelines and/or adapt existing ones, to support UNICEF and partners’ efforts to address climate change in their interventions, across sectors. This could be developing child-centred NAP and NDC guidelines and an adapted version of LACRO’s government guide for child-centred resilient development. It could also be about conducting a child-centred risk informed programming exercise together with UNICEF staff and partners. See the video UNICEF: https://vimeo.com/223523595]

- Provide technical support to other programmes and interventions with a CEE component, such as the Safe School Programme and emergency responses in case of any climate-related/natural disasters (e.g. hurricane).

- Build internal capacity to mainstream CEE issues through various UNICEF ECA workstreams – advise the Representative on how best to ensure that mainstreaming is a) implemented, b) monitored & evaluated

- Support UNICEF fundraising efforts by developing concept notes, providing input into proposals from other sections, and by mapping opportunities for UNICEF. ECA office could for instance be part of a sub-regional proposal involving sister UN agencies to contribute to strengthen resilience of the sub-region to climate change.
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4) Networking and partnership building

- Ensure the Office’s active participation in existing national and regional CEE frameworks both for improving their responsiveness to children’s needs and priorities as well as to promote the Office’s own positioning, and share lessons learned and good practices;
- Establish climate and environment-focused partnerships and generally engage with partners such as Government counterparts, UN agencies, CSOs, academia and development partners. For instance, provide technical guidance and policy advice to governments such as supporting Saint Lucia and Antigua & Barbuda to develop their Education Sector NAPs and also formalize technical support to Dominica. It could also be about engaging the UNRC into setting a One-UN platform to foster collaboration and develop a joint UN climate change strategy.
- Represent the Office at relevant external events when requested by the UNICEF Representative.

5) Greening internal operations and staff awareness

- Support the Operations Manager to lead the development and coordinate the implementation of a greening plan for the Office;
- Evaluate the plan implementation and make recommendations for future improvements;
- Organize different activities to raise awareness of climate change and environmental issues. For instance, design one educative poster per month to be displayed at the office.

Required Qualifications and Experience

- Advanced university degree (at least Masters) in relevant area such as climate change, environment, social sciences, international cooperation;
- A minimum of 8 years of relevant work experience including research, advocacy and project management, in areas related to child rights, climate change, environmental issues and socio-economic development;
- Strong analytical and English report writing and presentation skills;
- Previous experience within UNICEF/UN entity or other international organization would be an asset.

Conditions:

Before commencing work, a consultant or individual contractor shall submit a statement of good health and take full responsibility for the accuracy of that statement, including confirmation that he or she has been informed of the inoculations required for the country or countries to which travel is authorized. Consultants and individual contractors shall assume all costs that may occur in relation to the statement of good health.

Consultants and individual contractors are required to certify that they are covered by medical/health insurance.
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Payment and method of Payment:

- The consultant will be paid at UN P3 level
- Travel will be reimbursed upon submission of receipts. All approved travels to be conducted in accordance with UNICEF travel rules and regulations.
- The consultancy fee will be paid as follows: Upon submission of a monthly report on activities implemented in line with the work plan agreed with the supervisor.

Recourse:
UNICEF reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs is incomplete, not delivered or for failure to meet deadlines. Performance indicators against which the satisfactory conclusion of this contract will be assessed include: timeliness/quality of submission and responsiveness to UNICEF and counterpart feedback.

Property Rights:
UNICEF shall hold all property rights, such as copyright, patents and registered trademarks, on matter directly related to, or derived from, the work carried out through this contract with UNICEF.

Trainings:
Consultants and Individual contractors, even those working from home, must complete the following online courses prior to signature of contract. All certificates should be presented as part of the contract.

- Ethics and Integrity at UNICEF
- Prevention of Sexual Harassment & Abuse of Authority
- Sexual Exploitation Abuse (PSEA)

Consultants and Individual Contractors must complete the following course before commencement of any travel on behalf of UNICEF.

- BSAFE Security Training

Any consultant or individual contractor who is issued a UNICEF email address must complete the following courses no later than 30 days after signature of contract.

- UN Human Rights and Responsibilities
- UNICEF Information Security Awareness Course
- Fraud Awareness

How to Apply:
Prospective consultants should apply through UNICEF jobs website using the following link: https://www.unicef.org/about/employ/?job=522507 no later than Wednesday, June 12th, 2019. The application package should include the following:

a) A Cover Letter;
b) Detailed Curriculum Vitae
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UNICEF is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.