


TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Requesting unit:	UNFPA
Purpose of consultancy:	Providing expert support for the creation, revision and coordination of UNFPA-branded content for publication on AMMA Pregnancy Tracker (legal name: The Period Tracker & Pregnancy and Baby Calendar Limited), within the framework of the partnership agreement between UNFPA and the AMMA Pregnancy Tracker. AMMA Pregnancy Tracker provides clear, evidence-based pregnancy information and personalized recommendations from professional obstetricians and gynecologists with an active monthly audience of over 1.5 million people.
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>Activities:</p> <ol style="list-style-type: none"> 1. Draft 20 articles in English (each at an average length of 2,000-2,500 characters) on issues related to sexual and reproductive health and rights and gender equality drawing on UNFPA and other publicly available information from credible and trusted sources, in line with the style and tone used by the AMMA Pregnancy Tracker app. The information provided must be medically accurate and at the same time useful and written in simple, accessible language. The articles will be written with the user perspective in mind. 2. Before drafting the articles, review relevant discussion forums and survey results on the app and reflect the needs and views, including myths and misconceptions in developing the article topics and content 3. Before drafting the articles, develop article outline and submit to UNFPA for approval 4. Share the articles with relevant UNFPA EECARO advisers for comment and incorporate any comments received 5. Share articles with AMMA Pregnancy Tracker app and coordinate the review, comment and translation process on behalf of UNFPA, including final approval from UNFPA's side <p>Expected output:</p> <ol style="list-style-type: none"> 1. 20 articles 2. Review of, and coordination of approval for, all the articles produced
Duration and working schedule:	Consultant to be engaged for a maximum of 40 work days, over a period of 9 months from March 2022 to December 2022
Place where services are to be delivered:	Home-based
Payment and fees, delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The drafts will be delivered within 5 working days of the communication by UNFPA EECARO of the respective article idea. The article(s) will be submitted electronically in word format to UNFPA EECARO.</p> <p>Payments will be made in installments for every five articles prepared and accepted by UNFPA.</p>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	Due to the nature of this consultancy, no additional progress reports are required. Following the completion of the assignment, the consultant shall provide a complete collection of all articles to UNFPA, via Google Drive, both Word versions and screenshots of final products.
Supervisory arrangements:	This consultancy is administered by the UNFPA Regional Office for Eastern Europe and Central Asia. The Consultant works under the overall guidance and reports to the UNFPA EECARO SRH Advisor
Expected travel:	No travel foreseen
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • University degree in the medicine, public health, communication or relevant areas • Minimum of 5 years of professional experience in health and health communication • Proven background in developing health-related articles, communication materials and knowledge of technical resources in the area of health/SRHR • English at native-speaker level • Excellent writing skills • Excellent communication skills • Good analytical skills • Fluency in Russian is an asset

<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>UNFPA SRH Advisor and Gender Advisor will provide support in identifying the sources of information.</p>
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<p>Other relevant information or special conditions, if any:</p>	<p>Consultant shall be entitled using documentation and materials exclusively for fulfillment of the tasks related to this ToR.</p> <p>The candidate may be requested to present the products/samples of past/current work in similar areas.</p> <p>Payments will be made in four installments for every 5 articles delivered and accepted by UNFPA. It is expected that each article will take 2 work days to prepare.</p> <p>COA: TBD</p>
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<p>Signature of Requesting Officer in Hiring Office:</p> <p>Date 22-Feb-2022</p>	<p>DocuSigned by:  FB7AC00AC0104AA... Tamar Khomasuridze</p>
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