



We are pleased to announce the following vacancy:

**VA JID 1801 – Consultant for Partnership**

CLOSING DATE: **15 June 2018 (5:00 pm Bangkok time)**  
 CATEGORY: Individual Consultant Contract  
 DUTY STATION: Bangkok (Thailand country office)  
 DURATION: 16 July – 31 December 2018 (maximum 70 working days)  
 ORGANIZATION UNIT: **UNFPA Country Office, Bangkok, Thailand**

| <b>TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT (Partnership)</b>              |  |
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| Hiring Office:   | UNFPA Country Office (CO), Bangkok, Thailand   |
| Purpose of consultancy:  | <p>In the absence of full time staff for Resource Mobilization and Partnership, the consultant is hired to <b>continue planned strategy and actions for 2018 Resource Mobilization and Partnership</b> in order to deliver results as planned. The purpose of this consultancy is proactively keep the country programme updated on current political and social environment and trends in Thailand in terms of their ability to affect the development of right-based reproductive health and population policies programmes in the country.</p> <p>In line with this the consultancy is expected to help <b>identify new and potential</b> organisations, civil society, private sectors, academic community and other groups with an interest to join efforts to maximize the delivery and impact of the UNFPA 11<sup>th</sup> Country programme.</p>   |
| Scope of work:<br><br><i>(Description of services, activities, or outputs)</i> | <p><b>Scope:</b></p> <p>The consultant will work under close supervision of National Programme Officer and under the strategic guideline of the Country Director for Thailand Country Office. In this relation, the consultant needs to be part of Country Team especially close collaboration with programme and the support management; also s/he will need to work closely with consultant for resource mobilization.</p> <p>The consultant <b>is assigned for “Partnership”</b> and expected to deliver as addressed in specific described services and activities given below.</p> <p><b>Services:</b></p> <p>Support country team on partnership initiatives to deliver results for output 1 (Adolescent and Youth) and output 2 (Population Development)</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1) Research, identify, updating and recording potential partners who are interested in UNFPA mandate and delivery of CPD 11<sup>th</sup> from various background both individuals and organizations</li> <li>2) Development and finalization of strategic proposal based on collective consultations with team</li> <li>3) Initial approach, submit proposal, lobby and advocate, follow-up with potential partners for joint partnership on specific theme/ area</li> <li>4) Communicate with concerned people to arrange meeting at high level between UNFPA and potential partner for corporate partnership, then follow-up on points and agreed actions</li> <li>5) Prepare and maintain necessary documents for partnership including MoU, framework of cooperation</li> <li>6) Act as the coordinator, but not officially act on UNFPA behalf, between UNFPA and signed partner on specific partnership initiative</li> <li>7) In close collaboration with consultant for Resource Mobilization, provide support to increase agreed resource.</li> <li>8) In close collaboration with National Programme Officer-Communication Specialist, develop promotional materials to promote partnership initiatives.</li> <li>9)</li> </ol> |
| Duration and working schedule:   | 70 Days from a period of 16 July to 31 December, 2018  |
| Place where services are to be delivered:                                      | UNFPA Thailand Country Office  |

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| <p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>  | <p><b>By 31 July:</b> 1) A proposal of UNFPA-PPAT partnership developed and approved with details of partnership initiatives as agreed with supervisor; and 2) UNFPA and PPAT Partnership MoU signed.</p> <p><b>By 31 August:</b> 1) Strategic documents including briefs, report, concept note, etc. prepared and summarized before and after the partnership initiative in place; 2) two youth organisations and at least 2 CSOs/Private partners interested in youth development reviewed and analysed; and 3) recommendations of potential youth organisation and CSO/private sector to be partner with.</p> <p><b>By 30 September:</b> 1) one MoU signed with private partner/CSO and Youth organization; and 2) one partnership event and or functions created and organised on ASRH &amp; Rights with partners</p> <p><b>By 31 October:</b> One partnership event and functions organised on CPD related issue (to be identified) with private partner/CSO and youth organisation</p> <p><b>By 30 November:</b> One Mou signed with new CSOs/Academic/Private sector</p> <p><b>By 15 December:</b> A 6 monthly analytical report on results and lesson learned including recommendations submitted and presented</p> |
| <p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>   | <ul style="list-style-type: none"> <li>• Monthly meeting with supervisor and periodically Custer meeting with Country Director and Supervisor to update work progress and the review on strategy</li> <li>• Monthly progress report according agreed plan and results with supervisor</li> <li>• Based on agreed plan, presentation of work plan and progress to CO team for their update and feedback.</li> </ul>  |
| <p>Supervisory arrangements:</p>   | <p>The consultant will work under close supervision of National Programme Officer and under the strategic guideline of the Country Director.</p>  |
| <p>Expected travel:</p>  | <p>Within Bangkok</p>   |
| <p>Required expertise, qualifications and competencies, including language requirements:</p>   | <p>Expected qualification equivalent to NOB with the followings specific requirements:</p> <ul style="list-style-type: none"> <li>• Advanced university degree in public/private relations, marketing, business administration and related areas.</li> <li>• At least two to five years of progressive professional experience in private or public partnership, corporate partnership, or related experiences.</li> <li>• Know UNFPA's mandate and work in Thailand and global</li> <li>• Strong verbal and written skills both in English and Thai</li> <li>• Excellent English communication skills.</li> </ul>  |
| <p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>   | <p>Office space and office equipment<br/>Necessary documents related to the assignment.</p>   |
| <p><b>How to apply</b></p> <p>Candidates should submit the following documents:</p> <ol style="list-style-type: none"> <li>1. An application letter which states the candidate's motivation to apply for this post</li> <li>2. A curriculum vitae, and</li> <li>3. A completed United Nations Personal History (P 11)</li> </ol> <p>All the above documents must be sent by e-mail to <a href="mailto:thailand.office@unfpa.org">thailand.office@unfpa.org</a></p> <p>The P11 is available on the UNFPA websites at : <a href="http://thailand.unfpa.org/en/vacancies/un-application-form-p-11-form">http://thailand.unfpa.org/en/vacancies/un-application-form-p-11-form</a></p> <p>Please quote the Vacancy number <b>JID 1801 Partnership Consultant</b>. The deadline for application is : <b>Friday, 15 June 2018 (5:00 pm Bangkok time)</b>.</p> <p>UNFPA will only be able to respond to those applications in whom UNFPA has a further interest.</p> <p><i>UNFPA provides a work environment that reflects the values of gender equality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balances gender distribution and therefore encourage women to apply.</i></p> <p><i>We offer an attractive remuneration package commensurate with the level of the position.</i></p> |   |

**Date issued:** Friday, 8 June 2018  
**Date Closed:** Friday, 15 June 2018, at 5:00pm Bangkok time.