



## Aga Khan Foundation Canada

### TERMS OF REFERENCE

#### Improving Access to Reproductive, Maternal and Newborn Health in Mwanza, Tanzania (IMPACT)

#### Short-term Consultancy – Adapting Project Strategies to Better Reach Adolescent Girls

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##### 1. Position:

Aga Khan Foundation Canada is seeking an expression of interest from a public health specialist with expertise in adolescent sexual and reproductive health and rights for a short term consultancy to support the adaptation of project strategies to better target adolescents, particularly girls, under the Government of Canada supported *Improving Access to Reproductive, Maternal and Newborn Health in Mwanza, Tanzania* (IMPACT) project. The consultancy will support the capacity of IMPACT partners to adapt and implement the Care Group model to better reach and benefit adolescent girls and boys in targeted project areas. Establishing and supporting Care Groups is a central intervention to IMPACT's community based strategy to promote behaviour change which advances maternal and newborn health outcomes, including gender equality and adolescent sexual and reproductive health (SRH) outcomes. The consultancy will take place between March – June 2019 (subject to change) and will include travel to Mwanza, Tanzania.

##### 2. Background and Context:

The *Aga Khan Development Network (AKDN)* is a group of private, international, non-denominational agencies working to improve living conditions and opportunities for people in the developing world. The Network's organizations have individual mandates that range from the fields of health and education to architecture, livelihoods development and the promotion of private enterprise. Together, they collaborate in working towards a common goal – to build institutions and projects that can respond to the challenges of social, economic and cultural change on an ongoing basis.

*Aga Khan Foundation Canada (AKFC)* was established as a Canadian non-profit international development agency in 1980. AKFC mobilizes Canadian financial, intellectual and technical resources to support the efforts of the larger AKDN through wide-ranging partnerships with the Canadian government, academic and civil society institutions, the corporate sector, and individual Canadians.

##### 3. Project Background:

The four-year, \$14.6 million CAD IMPACT project aims to significantly improve maternal and newborn health outcomes for more than 750,000 beneficiaries across Mwanza Region, Tanzania. IMPACT is executed by Aga Khan Foundation Canada (AKFC) and implemented by local agencies that are institutional members of the Aga Khan Development Network (AKDN) including Aga Khan Foundation Tanzania, Aga Khan Health Service Tanzania, as well as Aga Khan University East Africa. The project aims to improve access and utilisation of quality maternal and newborn health services through a comprehensive health system strengthening approach. Key interventions include i) renovating and equipping health facilities; ii) training and mentoring health workers; iii) quality improvement at health facilities, including improved data and information use, iv) mobilising communities to promote and practice healthy behaviours that support positive reproductive health outcomes through Community Health Workers, Care Groups and other behaviour communication change (BCC) interventions; and v) strengthening local level governance and accountability structures and systems. The project is funded by the Government of Canada and Aga Khan Foundation Canada.

Further details on the specifics of the project will be made available during the interview process.

#### **4. Adapting the Care Group Model to Better Reach Adolescent Girls**

A central intervention in IMPACT's community based health promotion strategy includes establishing and supporting Care Groups within project targeted areas. Care Groups are groups of 10-15 volunteer, community-based health educators who work with CHWs to form a broader network of health promoters at the local level. Alongside CHWs, Care Groups mobilise their local community for the betterment of overall health, with a focus on reproductive, maternal and child health, promoting more equitable access to health information and care. The project aims to utilise the Care Group model to also reach and support adolescents, particularly adolescent girls, as part of IMPACT's overall aim to improve reproductive, maternal and newborn health outcomes and gender equality in Mwanza region.

Technical assistance from an experienced public health specialist, with expertise in adolescent sexual and reproductive health rights and gender equality programming, is needed to appropriately adapt the Care Group model to reach and meet the needs of adolescents, particularly girls, as well as build the capacity of the IMPACT team to implement the adapted model. The consultancy involves reviewing and adapting the Care Group Model to effectively reach adolescents, particularly girls, and promote healthy SRH related behaviours, including accessing health services. The consultant will be responsible for developing any required tools or implementation guidelines to support this scope of work as well as capacity building for the IMPACT team. The Consultant will also input and adapt the project BCC strategy and media campaigns to ensure adolescent responsive messaging is well integrated and consistent across all project strategies. A participatory approach is expected to guide deliverables and the consultancy is expected to include in-person workshop(s) with the IMPACT team to build their understanding of effective adolescent health programming considerations, and how to effectively implement and assess the adapted adolescent-focused Care Group model.

#### **5. Scope**

The consultancy is expected to include both desk-based work and an in-person workshop(s) with the IMPACT team in Mwanza, Tanzania. The Consultant will work in close consultation with the AKFC Program Manager and AKFT Senior Program Officer, Health who will review and advise on proposed strategies and workshop approaches and content, as well as facilitate introductions to the IMPACT team. The IMPACT team in Tanzania will coordinate any required logistics for the workshop(s).

#### **6. Consultant Responsibilities**

The consultant will be responsible for all aspects of work related to the assignment and delivery of the workshop, including updating/adapting materials, preparation of resources needed, and reporting.

The specific tasks of the consultant(s) are:

- Document review of key IMPACT project documents and materials, including the IMPACT BCC Strategy, and relevant materials relating to the Care Group model and adolescent SRH in Tanzania.
- Design and facilitate a participatory workshop to engage the IMPACT team in the process of adapting the Care Group model to best reach adolescents, particularly girls, and promote healthy SRH practices among adolescents, including accessing health services. The workshop is also expected to build the knowledge and understanding of IMPACT team members on adolescent SRH and rights programming considerations.
- Design, develop and produce any required additional materials, guidelines and tools to support the implementation of the adapted Care Group model. This is expected to include additions to the IMPACT BCC strategy and mass media thematic guide as well as discussion

guidelines and key message for Care Groups. The Consultant is expected to draw from internationally recognised and validated resources where appropriate.

- Preparation of a final report inclusive of the adapted Care Group approach, workshop report, and any support tools or guidelines.

## 7. Deliverables and suggested timeframe

The period of the contract is expected to be from March to June 2019 with an expected level of effort (LoE) of approximately 20 working days. The consultant is expected to carry out all the preparation required to deliver the training as per the suggested level of effort below.

Task	Consultant's LoE Requirement
Desk review of IMPACT project materials, data and assessments and other relevant background documents on the Care Group model and Tanzania adolescent health issues	2 day
Initial discussion with AKFC and AKFT by phone/Skype/ in person	0.25 days
Development/finalization of work plan <i>Deliverable 1: A proposed work plan and draft table of contents of final report</i>	1 days
Design and plan a participatory workshop to facilitate the adaptation of the Care Group model in partnership with the IMPACT team <i>Deliverable 2: Workshop approach and objectives, final agenda, participants materials and tools (including any pre-workshop materials/assignments)</i>	3 days
Implementation and facilitation of workshop (expected to include engagement/consultations with external project stakeholders, including adolescents). Workshop may be split into two sessions depending on proposed approach. <i>Deliverable 3: Local production of relevant materials, set up of venue, preparation meeting with AKFC, facilitation of sessions and documentation of workshop materials and outcomes</i>	4 days
Follow-up support to IMPACT team on key actions emerging from the workshop, including application of any additional tools or guidelines.	2 days
Develop/Adapt guidelines and discussion guides for use with adolescent Care Groups drawing on the IMPACT BCC strategy, assessments and other relevant content and integrate common themes and messages in the IMPACT BCC strategy and media guide. <i>Deliverable 4: Adolescent health topic message guides developed for use with Care Groups, Radio Programs and other BCC activities</i> <i>Deliverable 5: Guidelines for the implementation of adolescent focused Care Groups, including any required monitoring and reporting tools.</i>	5 days
Draft report <i>Deliverable 6: Draft report as per agreed report structure, including any tools,</i>	1.5 days

<i>guidelines or other materials developed</i>	
Final report <i>Deliverable 7: Final report as per agreed report structure</i>	0.5 days
Periodic calls with AKFC and AKFT aligned with production of deliverables to share feedback and discuss next steps.	0.75 days
<b>Total</b>	<b>Up to 20 days</b>

## 8. Reporting

The consultant will report directly to the AKFC IMPACT Program Manager on all matters pertaining to this mandate.

## 9. Skills and qualifications of the consultant(s)

Applicants must demonstrate how they meet the following requirements:

The consultant(s) should be a professional with an advanced degree in public health or a relevant field and a minimum of 5 years' experience. The candidate(s) should bring to the position:

- Minimum of 5 years of experience in public health programming in low and middle income contexts, with a focus on reproductive, maternal, newborn and adolescent health issues;
- Demonstrated experience in delivering high quality and participatory facilitation and coaching, with a particular emphasis on relevant public health areas;
- Demonstrated knowledge and experience of international best practices in adolescent sexual and reproductive health and rights and community health programming;
- Demonstrated knowledge of gender responsive health services and integrating gender equality in health programming;
- Outstanding written and interpersonal communications skills in English;
- Availability and ability to travel to Mwanza, Tanzania and function in cross-cultural, multilingual settings; and
- Experience in / understanding of development context in Tanzania and language skills in Swahili are considered assets.

## 10. How to Apply:

Consultants meeting the above criteria are invited to submit a proposal by e-mail to AKFC Human Resources at: [hr@akfc.ca](mailto:hr@akfc.ca) no later than March 10, 2019, 11:59pm Eastern Standard Time. Please include **Subject: IMPACT Adolescent Health Application**.

Proposals should include the following:

- CV of the consultant(s), outlining relevant previous experience and accomplishments;
- A cover letter, outlining the proposed approach, proposed schedule (earlier dates are preferred) and the consultant's proposed daily rate with justification. Daily rates should be in Canadian dollars;
- Conflict of interest statement: applicants should state clearly whether they have an actual or potential conflict of interest with a staff, volunteer or board member of AKFC; and
- Two examples of similar and relevant work completed. If possible, at least one of the reports should be relevant to the sectors/geographies of this assignment;

- Two references who can be contacted regarding relevant experience.

Each technical proposal will be evaluated based on evidence of the following items:

**Technical** (50 points)

- Clarity of proposal and compliance with Terms of Reference;
- Appropriateness of time frame;
- Understanding of the assignment's questions and objectives; and
- Soundness of approach proposed.

**Capacity** (50 points)

- Experience of conducting assessments in the relevant sectors and/or geographies;
- Quality and suitability of the consultant to manage the project; and
- Consultant's qualifications.

Please note that applications from individuals or teams are eligible for this assignment, providing that the number of days does not exceed the total detailed in Section 7.