TERMS OF REFERENCE: CONSULTANCY FOR FINALIZATION OF DOCUMENTATION OF KENYA’S FAMILY PLANNING ACHIEVEMENTS

Background: International Centre for Reproductive Health Kenya (ICRHK) is a Kenya-based Non-Governmental. ICRHK conducts research and intervention projects in Sexual and Reproductive Health (SRH), specifically in HIV/STI, Sexual, and Gender-based violence, Maternal and Child Health/Family Planning and in Adolescent Sexual and Reproductive Health. Working with UNFPA, the Ministry of Health and County Governments, ICRHK is documenting Kenya’s journey as an exemplar country in family planning.

Purpose of this activity: The purpose of this consultancy service is to finalize the documentation of Kenya’s FP achievement since the inception of the program.

Scope of work:
- Conduct a desk review of various documents prepared by ICRHK teams on Kenya’s Family Planning Achievements as an Exemplar in Global Health in Family Planning.
- Incorporate comments from validation meeting and other stakeholders
- Finalize the country report, qualitative report and the policy, programmatic and financial reports

Deliverables:
- The reports emanating from this process:
  - Revised country report
  - Qualitative study report and
  - Policy, programmatic and financial report
- PowerPoint slide deck summarizing the report.

Duration of Activity: 10 days spread across May 2023.

Mode of working
- The consultant will work closely with the Principal Investigator during the assignment.
- The consultant will use their own computer and other equipment required for the task.
- Any emerging need will be evaluated on a case-by-case basis.

Qualifications and Skills
1. Education: master’s degree in health systems, public health, health policy and planning or related degree. Desirable: PhD in any of the fields above will be an added advantage
2. At least 7 years’ experience in implementing Family Planning programs, including at the policy level.
3. Knowledge and understanding of Kenya’s Family Planning programmatic and financial landscape
4. Strong organizational, planning, and problem-solving skills
5. Strong interpersonal skills and a team player
6. Excellent written, verbal, and visual communication skills.
7. Strong report-writing skills are required.

Submission of Proposals
Interested candidates should submit their application (in a single email) to info@icrhk.org by Wednesday 3rd May 2023, 5pm.

Please ensure to include:
1) CV
2) Cover letter detailing why you are the best fit for the position
3) Financial offer
4) Links and other proofs from previous experience
5) A statement of availability and commitment to undertake and complete the consultancy within the indicated time.

Please ensure the subject line of your application indicates: CONSULTANCY FOR DOCUMENTATION OF FAMILY PLANNING PROGRAM IN KENYA.

Evaluation
Selection of the consultant will be based on:
1) Experience in similar consultancies (Max 60 points)
2) Value for money (Max 40 points)

ICRHK is committed to equal opportunities and welcomes applications from appropriately qualified people from all sections of the community.

ICRHK does not charge a fee at any stage of its recruitment.