



TERMS OF REFERENCES (TOR)

Team of three National Consultants for UNDP Moldova portfolio formulation

Job Title:	Team of three National Consultants to support UNDP Moldova projects portfolio formulation: National Consultant on Effective Governance, Justice and Human Rights and Gender Equality; National Consultant on Economic development and business support; National Consultant on Environment.
Duty Station:	Chisinau, Moldova
Duration of employment:	15 September -15 November 2019 (expected workload - up to 20 working days each)
Contract type:	Individual Contract

I. Background

The United Nations Development Programme (UNDP) works in nearly 170 countries and territories, including the Republic of Moldova, helping to achieve the eradication of poverty, and the reduction of inequalities and exclusion.

Globally, to respond to pressing development issues, and better focus its resources and expertise to deliver on the Agenda2030, UNDP's Strategic Plan (2018-2021) has been designed to be responsive to the wide diversity of the countries we serve. The diversity is reflected in three broad development contexts: eradicating poverty; structural transformations; and building resilience. UNDP has developed six Signature Solutions, as integrated responses to development against which we align our resources and expertise, to achieve real impact. Each Solution includes a mix of policy advice, technical assistance, finance, and programmes. Each

solution has the potential to unlock the path to sustainable development. Through its "integrator role", UNDP provides dedicated support to policy advice and 'whole of government/system' solutions to multi-sectoral challenges.

The work of UNDP Moldova aligns with the 2030 Development Agenda, national development vision "Moldova 2030" and is guided by UNDP Country Programme Document for 2018–2022, which has benefited from broad-based consultations with all relevant stakeholders. The overarching goal of the programme derives from the UN-Moldova Development Assistance Framework for 2018-2022 vision of a country free from poverty and corruption, with reduced inequalities and strengthened social cohesion and inclusion, where human rights, gender equality, the rule of law, environmental sustainability, increased resilience and the well-being of the population, across the conflict divide, are nurtured and respected. UNDP will pursue three of the four UNDAF outcomes:

- Governance, Human Rights and Gender Equality;
- Sustainable, Inclusive and Equitable Economic Growth;
- Environmental Sustainability and Resilience.

As 2019 is the second year of 2018-2022 programming cycle, UNDP Moldova Country Office will continue to be committed as a reliable partner of the Moldovan Government in achieving transformative results. To fulfill the Moldova 2030 vision and Government Action Plan 2019-2020, UNDP Moldova is looking for a team of three National Consultants to support UNDP Moldova projects portfolio formulation, in line with stated outcomes, indicators and targets as per relevant UN/UNDP and country strategic planning documents.

II. Objective of the assignment

The main objective of the team of three National Consultants (hereinafter team of consultants) is to support UNDP Moldova portfolio formulation, in line with the development situation in Moldova, by assessing development gaps of UNDP Moldova and other development partners' ongoing interventions and strategic framework, identifying new entry points for UNDP interventions in the three key areas (1) Governance, Human Rights and Gender Equality; (2) Sustainable, Inclusive and Equitable Economic Growth; (3) Environmental Sustainability and Resilience.

A special emphasis will be put on fostering synergies and cross-linkages between development partners strategic framework and interventions and projects with great potential for further resource mobilization. Cross-cutting areas (as Human Rights, [Gender equality; Environment, Climate Change, Crisis response; Development impact](#)) are to be specifically considered by the team of consultants, while looking at ways to reach to the most vulnerable as per leave no one behind principle.

The three consultants will work as a team, contributing jointly to the deliverables, in close communication and cooperation.

III. Main tasks and responsibilities:

- Perform a desk review of UNDP on-going interventions; UN and UNDP strategic documents, Moldova 2030 vision, Government Action Plan 2019-2020, relevant national and international sectoral strategies and international commitments of Moldova. Review of the development partners strategies and interventions;

- Participate in a strategic planning workshop with UNDP programme staff;
- Conduct interviews with Senior management and programme staff, other UN Agencies. If necessary, undertake field visits to selected project sites and discussions with project teams and project beneficiaries;

Where relevant, conduct stakeholders’ consultation process on UNDP support in the area (e.g. AF, GCF, GEF focal points, disaster risk etc.)

- Based on the above, identify and present to UNDP Programme team new entry points with greatest impact on achieving stated outcomes, indicators and targets as per strategic planning documents for UNDP interventions in the three key areas (1) Governance, Human Rights and Gender Equality; (2) Sustainable, Inclusive and Equitable Economic Growth; (3) Environmental Sustainability and Resilience.
- Based on the approved new entry points, write at least three draft brief concept notes per each thematic area (up to 3 pages each, Template to be provided).
- Adjust and finalize the briefs based on feedback from UNDP Programme team.

IV. Expected Deliverables and tentative timeframe

Nr.	Activity	Deliverables	Tentative deadlines	Estimated workload
1.	Conduct the desk review of the relevant strategic and programmatic documents		Within 2 weeks from contract commencement	3
2.	Participate and co-facilitate a strategic planning workshop with UNDP programme staff		October (TBC)	1
3.	Conduct interviews, project field visits with relevant UNDP staff and beneficiaries		Within 3 weeks from contract commencement	3
4.	Conduct stakeholders’ consultation in environment, climate change, and disaster risk management area.	GCF, AF, GEF, disaster risk, UNFCCC, UNCBD, UNCCD focal points consulted.		4

5.	Develop a set of at least three draft programmatic interventions per each thematic area	At least three draft concept notes per each thematic area (up to three pages each)	Within 5 weeks from contract commencement	5
6.	Finalize at least three programmatic interventions per each thematic area, based on received feedback	At least three final concept notes per each thematic area (up to three pages each)	Within 7 weeks from contract commencement	2
7.		The Final progress report (time-sheet) submitted/accepted by UNDP		2

Note: The deliverables and the final timeline can be amended or specified for the purpose of the assignment. All deliverables from the very beginning should be agreed with UNDP Cluster Leads and to be provided in English hard and electronic copy. Payment will be made upon the successful completion of the tasks assigned.

V. Requirements for experience and qualification:

Title:	National Consultant on Effective Governance, Human Rights and Gender Equality	National Consultant on Economic development and business support	National Consultant on environment
Education:	University degree in Public Administration, Political Science, and/or other relevant fields. A relevant multi-disciplinary background is considered a significant advantage	University degree in Economics, Management, Business Administration, and/or other relevant fields. A relevant multi-disciplinary background is a significant advantage.	University degree in environment related sciences, environmental economics. A relevant multi-disciplinary background is a significant advantage.

<p>Experience:</p>	<p>At least 5 years of professional working experience with design and management of programmes and projects in the field of public administration, justice, human rights, including experience with policy development and capacity building in those areas;</p>	<p>At least 5 years of professional working experience in the field of business development, social entrepreneurship local economic development. A deep understanding of Moldova's Economics is required</p>	<p>Minimum 10 years of national and/or international consulting experience and/or policy drafting and analysis in the field of environment and other related fields;</p> <p>Hands-on experience in environment policy drafting and analysis, strategic planning and monitoring;</p> <p>Familiar with various multilateral environmental agreements (MEAs) ratified by Republic of Moldova</p>
<ul style="list-style-type: none"> – Sound knowledge and understanding of the specifics of the development sector in Moldova, including national and local public administration, private and civil society sectors; – Familiarity with the political, economic and social situation in the Republic of Moldova; – Previous work experience with development assistance (results based-management, programme design, implementation or evaluation); – Experienced in mainstreaming of HRBA and gender equality in programming; – Ability to use ICT as a tool and resource. Excellent knowledge of MS Word/Excel/PowerPoint. 			
<p>Language Requirements</p>	<p>Fluency in English, Romanian and Russian languages.</p>		

Competencies	<ul style="list-style-type: none">– Ability to work in close collaboration with a team of experts, to meet strict deadlines and plan the work according to priorities;– Strong interpersonal and communication skills;– Strong research and analytical skills and report writing abilities;– Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;– Highest standards of integrity, discretion and loyalty.
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UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.

VI. H. Documents for study by the consultants

1. UNDP's [Strategic Plan \(2018-2021\)](#)
2. UNDP [Country Programme for 2018–2022](#)
3. [UN-Moldova Development Assistance Framework for 2018-2022](#)
4. Project documents and progress reports, project evaluation reports
5. [Moldova Social Cohesion and Reconciliation Index - SCORE Index](#)