

TERMS OF REFERENCE

Selection Number	164095
Project	TA-6551 REG: National WASH & Behavior Change Expert (PIU Head) – Cook Islands - Strengthening WASH Practices and Hygiene Behavioral Change in the Pacific (54227-001)
Professional Group	C
Job Level	3
Expertise	WASH, Public Health, Community engagement
Expertise Group	Project Management/ Institutional Development
Source	National

Objective and Purpose of the Assignment

The regional knowledge and support technical assistance (TA) will strengthen the capacity of Pacific developing member countries (PDMCs) to prevent disease transmission through enhanced water, sanitation, and hygiene (WASH) practices and strengthened associated enabling environment. The interventions will directly address the coronavirus disease (COVID-19) pandemic by: (i) improving WASH practices through behavioral change campaigns in households, communities, schools, markets, health care facilities, transport hubs, and other public areas; and (ii) strengthening the capacity of WASH service providers and other stakeholders so that WASH improvements are sustained.

ADB plans to recruit a team of national consultants in several DMCs, who will form the local WASH Project Implementation Unit (PIU) for the TA. The position currently advertised is for the WASH and behavior change expert (PIU head) in Cook Islands. The PIU is expected to comprise up to 3 experts, including (at a minimum) the PIU head and communication/gender expert.

The water utility or WASH cluster is expected to be the TA local project coordination unit (PCU) for day-to-day, in-country activities. The PIU's role will be to (i) facilitate engagement with the PCU in relation to the TA activities; (ii) support ADB and the international consultants engaged under the TA with coordination and information gathering; and (iii) design and implement country-specific WASH campaign action plans.

Scope of Work

Initial activities of the PIU head are expected to be centered on coordination, facilitating discussions with key counterparts and supporting the rapid needs assessment (RNA) that is being led by the TA's international WASH advisor.

Following completion of the RNA, the PIU will work with the PCU and WASH clusters to confirm the objectives of a proposed WASH campaign to be supported by the TA, and the populations and public areas to be targeted. The PIU will then, in coordination with the international WASH advisor, design a localized WASH campaign with consideration of lessons learnt from previous campaigns, local culture, social norms, gender, the needs of vulnerable groups, demand and strategic directions. The detailed campaign proposal will be reviewed and endorsed by key counterparts. The PIU will then lead the implementation of the WASH campaign in-country, under the supervision of the ADB TA team and the international WASH advisor, and in coordination with key counterparts in-country.

Detailed Tasks and/or Expected Output

The PIU head will prepare monthly reports for submission to the international WASH advisor and ADB, which will capture:

- (i) minutes of meeting with key stakeholders;
- (ii) data from any baseline WASH surveys;
- (iii) details of campaign activities;
- (iv) monitoring of indicators including but not limited to those captured in the TA design & monitoring framework (DMF);
- (v) records of any purchase and distribution of goods (e.g. soap) through the TA;
- (vi) records of installation of materials by the WASH service provider/water utility (e.g. handwashing stations, water supply fixtures, etc.);
- (vii) reports of any capacity building programs conducted, and
- (viii) key challenges faced and recommended solution(s).

The initial assignment is for a total consultant inputs of 40 days over 4 months, but this may be increased subject to satisfactory performance and depending on the activities proposed in-country under the TA.

Minimum Qualification Requirements

The consultant will have an educational background in WASH, public health or a related discipline, and experience related to the delivery of community-based projects or local implementation of national development programs or projects.

- Minimum General Experience **5 Years**
- Minimum Specific Experience (relevant to assignment) **5 Years**
- Regional/Country Experience **Required**

Deliverables	Type	Estimated Submission Date
Draft WASH Campaign plan / program	Report	29-Jan-2021
Final WASH Campaign plan / program	Report	26-Feb-2021
Campaign completion report	Report	
Monthly Reports (Within 1 week of end of each month)	Final Report	

Schedule and Places of Assignment (chronological and inclusive of travel)

City and Country	Working Days	Estimated Start Date	Estimated End Date	Other Details
Rarotonga, Cook Islands	40	18-Jan-2021	31-Mar-2021	
Total	40	Intermittent; Max. Working Days/Week: 5 for Home Office, 6 for Field		