



Terms of Reference

Project Consultant for Non-Communicable Diseases in Emergencies

Background

CARE, an international humanitarian organization, is implementing the “Addressing Non-Communicable Disease in Emergencies” a three-year (2019 – 2022) project in partnership with ABBOTT. The project aims to support the vulnerable people particularly the internally displaced people (home-based and staying in evacuation centers) affected by the Marawi siege in 2017. As the project starts this year, CARE is seeking the services of a **Consultant** who will develop the Survey Design for baseline from existing studies, reports and training modules. Non-Communicable Diseases (NCDs) in Emergencies mainly focus on hypertension, diabetes and obesity in Marawi City and Lanao Del Sur.

Expectations

Deliverables and Timelines

The Project Consultant’s engagement shall be estimated for the whole duration of the Baseline Survey (maximum 5 months). The activities include preparatory work such as Survey Design of Baseline, inception meeting with CARE and desk reviews, and meeting (either face to face or virtual) to discuss the comments on the work (if any) prior to submission of the final output. The corresponding deliverables or outputs are the following:

1. Local consultant and CARE USA lead in the baseline (BL), Midterm (MT) and Final evaluations (FE). Ensure that the BL survey is of help as per and agreed upon. Confirm that the Internal Review Board (IRB) has given clearance and certified the BL, MT and FE survey methods and questionnaire tools
2. Qualitative and quantitative data gathered including monitoring data.
3. Link monitoring and evaluation inputs to the national level
4. Reports will be generated every month. This will include the performance review of service delivery every month by all NCDs and will be analyzed and shared with the NCD teams and Atlanta team.

Qualifications of the Consultant

CARE will select a consultant who has demonstrated the following:

1. Advanced degree in Public Health with specific knowledge and expertise in NCD policies
2. 3-5 years professional experience
3. Expertise in conducting baseline assessments both qualitative and quantitative and production of excellent baseline and end-line reports
4. Expertise in understanding the Philippines IRB process
5. Proven documented experience in getting quick IRBs (Institutional Review Board) for Diabetes, Hypertension and Obesity.
6. Proven experience in conducting anthropometrics including the use of study tools for reporting on anthropometrics for adults and adolescents

7. Specific experience in developing training and guidance tools
8. Strong analytical skills and ability to clearly synthesize and present findings based on quality evidence, draw practical conclusions and prepare well-written reports in a timely manner
9. Demonstrated ability to present data in reports and knowledge products in a consistent and through sex-disaggregated and gender-sensitive manner.
10. Experience in facilitating and supporting partnership
11. Familiarity with development of evaluation and documentation
12. Working across multiple sectors and levels
13. Experience working in health promotion and communication on NCDs

Roles and Responsibilities

- Provide survey design and execute advocacy strategies
- Provide inputs to the technical support given by CARE Philippines, CARE USA on addressing NCDs and implementation
- Contribute to CARE with an emphasis on the development dimensions of NCDs

*All activities and tasks will be coordinated in close collaboration with CARE-NCD team and other partners.

Application Requirements and Selection Criteria

Applications shall consist of the following:

- An Expression of Interest and availability
- Curriculum vitae
- A sample of past knowledge reports developed relevant to the ToR
- Contact details for two references
- Daily rate

Send the requested documents via email to careers.phl@care.org and aimee.mateo@care.org not later than March 20, 2019.

Only shortlisted applicants will be contacted for interviews.

CARE is an organization that embraces diversity. Women and persons with disability are also encouraged to apply.