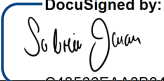
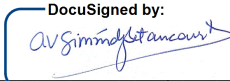
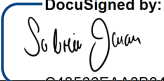
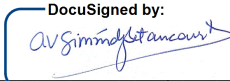
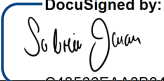
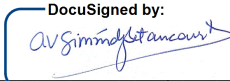


TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

Data management and analysis	
Hiring Office:	UNFPA LACRO
Purpose of consultancy:	<p>The consultancy is located within the UNFPA Regional Office for Latin America and the Caribbean (LACRO). The data management and analysis consultant will support the development of the Regional Population Data Portal and the operational dashboard. In addition, the consultant will support data compilation, ingestion and analysis.</p> <p>The Regional Population Data Portal will provide a home for UNFPA's core population, health, and gender indicators. It will provide easy-to-use interfaces to manage and analyze these datasets, making them more broadly accessible to UNFPA users, National statistical offices, and the general public, and facilitates the monitoring of progress towards the Sustainable Development Goals (SDGs), the Montevideo Consensus and International Conference on Population and Development (ICPD) commitments. A unique feature of the portal is that it capitalizes on the increasing availability of geo-referenced census and survey data, enabling a wide range of layering and mapping functions for users that enable every country to produce subnational maps of core indicators and combine data sets by locations. The power of such a platform is that it allows UNFPA and policymakers and programme managers to locate those furthest behinds and support targeted programming.</p> <p>The Latin American and the Caribbean region aims to serve as a pilot region for the regional adaptation of the global Population Data Portal (PDP). LAC priority indicators have already been mapped and their availability and disaggregation levels identified. During this consultancy further coordination for the successful set-up of the regional portal will be undertaken.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>During the term of this consultancy, the consultant will be expected to perform the following activities:</p> <p>1. Population Data Management</p> <p>1.1. <u>Monitoring of the implementation of regional Tags</u></p> <ul style="list-style-type: none"> ● Follow-up with UNFPA HQ so that all 125 indicators are tagged in correct manner ● Filtering by tags to showcase this tool during the PDP2 <p>1.2. <u>Follow-up with adding new regional indicators to the regional PDP</u></p>

	<p>Uploading into the PDP the indicators of the pipeline (mainly SDG indicators):</p> <ul style="list-style-type: none"> ● Compiling the data for missing LAC indicators using various data sources, including PAHO and CepalStat ● Process and adapt data in ESRI format for easy usage and ingestion of these datasets ● Provide operational and substantive support to the Regional Population Data Portal <p>1.3. <u>Status of the Three Transformative Results in LAC</u></p> <ul style="list-style-type: none"> ● Develop guidance for strategic and systematic regional indicator data analysis; ● Develop capacity-building for COs for using PDP2.0 and follow-up of the 3TRs ● Support analysis of disaggregated, high-quality population data and SDG data to accelerate the achievement of UNFPA's three transformative results (3 Zeros) – end preventable maternal deaths, end the unmet need for family planning, and end gender-based violence and harmful practices. <p>2. Analysis in Megatrends, Demographic Diversity, International Migration and Climate Change</p> <ul style="list-style-type: none"> ● Support analysis and capacity-building on key megatrends including Demographic Diversity, Low Fertility, Population Ageing and Care, International Migration and Climate Change in Latin America & the Caribbean ● Support the preparation of the Regional Workshop on Demographic Diversity, supported to be held-in early 2024. (TBD) ● Any other related tasks as may be required or assigned by the supervisor.
Duration and working schedule:	The duration of this consultancy is 10.5 months from the signature of the contract
Place where services are to be delivered:	Remote, Home-based
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Monthly reports will be submitted at the end of each month and in an electronic copy.
Monitoring and progress control,	Follow-up meetings will be held in compliance with the activities schedule.

including reporting requirements, periodicity format and deadline:	
Supervisory arrangements:	The consultant will work under the direct supervision and guidance of the LACRO Regional Adviser on Population & Development.
Expected travel:	Travels will be allowed as per the supervisor's approval.
Required expertise, qualifications and competencies, including language requirements:	<p>Education:</p> <ul style="list-style-type: none"> ● Master's degree, Post-graduate University Degree in Economics, Development Economics, Demography, Statistics, Population Studies, or other relevant field. <p>Knowledge and Experience:</p> <ul style="list-style-type: none"> ● Required Experience: at least 5 years proven practical experience in knowledge and data management, population issues and in the field of sexual and reproductive health, gender, or population and development. <p>The following skills are required for this position:</p> <ul style="list-style-type: none"> ● Expertise in census and household survey (DHS and MICS) data processing ● Expertise in statistical analysis ● Demonstrated proficiency in data processing and statistical software (such as R, STATA, SPSS), as well as proficiency in at least one other major statistics software such as SPSS, Stata, or SAS. ● Strong orientation to research and analytical statistical work are strong assets. ● Problem-solving skills, with creativity and flexibility to fashion viable alternatives. ● Excellent writing skills, and synthesizing research/policy reports ● Proven organizational skills in complex, multinational work environments ● Competency with productivity software: Microsoft Office, including MS Word, MS Excel, and MS PowerPoint; Google Drive, Google Docs, Google Sheets ● Professionalism, maturity, integrity and confidentiality. ● Pro-active and capable of effectively working independently with minimum guidance. <p>The following skills are highly desirable for this position:</p> <ul style="list-style-type: none"> ● Experience with ArcGIS applications ● Experience in collecting or working with geospatial data ● Experience in quantitative social science methods, ideally in the areas of sexual and reproductive health and rights, gender equality, and gender-based violence and harmful practices including child marriage and female genital mutilation

	<ul style="list-style-type: none"> • Strong communication skills and expertise in project coordination • Sound knowledge about the UN System, multi-lateral or bilateral donor, and understanding human rights-based approaches is an advantage. <p>Languages: Fluency in English and Spanish is required. French and Portuguese would be an asset.</p>		
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>N/A</p>		
<p>Other relevant information or special conditions, if any:</p>	<p>Human Resources: (Contractual aspects).</p> <p>Programme Assistant: (Payments, deliverables and any other documentation).</p>		
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Signature of Requesting Officer:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>C43568EAA8B649F...</p> </div> <p>Sabrina Juran Regional Adviser on Population and Development UNFPA LACRO</p> <p>Date: <u>09-Jan-2024</u></p> </td> <td style="width: 50%; vertical-align: top;"> <p>Approved by:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>ADJAA4A77B7B4B6...</p> </div> <p>Veronica Siman Deputy Regional Director UNFPA LACRO</p> <p>Date: <u>17-Jan-2024</u></p> </td> </tr> </table>		<p>Signature of Requesting Officer:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>C43568EAA8B649F...</p> </div> <p>Sabrina Juran Regional Adviser on Population and Development UNFPA LACRO</p> <p>Date: <u>09-Jan-2024</u></p>	<p>Approved by:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>ADJAA4A77B7B4B6...</p> </div> <p>Veronica Siman Deputy Regional Director UNFPA LACRO</p> <p>Date: <u>17-Jan-2024</u></p>
<p>Signature of Requesting Officer:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>C43568EAA8B649F...</p> </div> <p>Sabrina Juran Regional Adviser on Population and Development UNFPA LACRO</p> <p>Date: <u>09-Jan-2024</u></p>	<p>Approved by:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>ADJAA4A77B7B4B6...</p> </div> <p>Veronica Siman Deputy Regional Director UNFPA LACRO</p> <p>Date: <u>17-Jan-2024</u></p>		

<p>Reviewed by:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>DocuSigned by:</p>  <p>BB80E8FA84C34A1...</p> </div> <p>Alberto Mendoza HR Analyst UNFPA LACRO</p> <p>Date: <u>16-Jan-2024</u></p>
