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TO END THE TUBERCULOSIS EPIDEMIC

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Terms of References **for Individual Consultant**

to develop methodology/algorithm for data collection reporting on four WHO Europe indicators related to Community systems and civil society engagement of the new Monitoring Framework WHO European Region Tuberculosis Action Plan 2021–2030

Date: August 02, 2021

About TB Europe Coalition (TBEC)

Established in 2009, TBEC is a regional advocacy network of civil society organizations and individuals from across the World Health Organization (WHO) Europe region, comprising Western and Eastern Europe, Caucasus and Central Asia. The network aims to strengthen the role of civil society within the regional response to TB, and ensure political and financial commitments to end TB. Currently TBEC has more than 200 members from more than 30 countries in the region. In 2017, TBEC was registered as a legal entity in the Netherlands to step up its regional and national advocacy, capacity building and support to country-led TB advocacy initiatives. The TBEC Secretariat is located in Kyiv and responsible for the coordination, communication, administration, programmatic and policy management of the network.

Background information on the project:

[Community Rights and Gender Strategic Initiative](#) (CRG-SI of the Global Fund) project aimed at support to strengthening the capacity of networks and coalitions of TB advocates, TB activists and people affected by TB in Eastern Europe and Central Asia region (EECA).

CRG-SI of the Global Fund project provide TB affected communities and CSOs in countries of the EECA region with a unique opportunity to receive technical support in response to both emerging individual requests as well as in response to a shared need to keep up with the commitments of the Political Declaration of the UN General Assembly High Level Meeting on the Fight against Tuberculosis for the region. The project is funded by the Global Fund to fight HIV/AIDS, Tuberculosis and Malaria.

The developed document will contribute to activities mobilization of TB communities and CSOs in the implementation of the systematic data collection mechanism to report on four WHO indicators regarding CSOs/TB community meaningful engagement to improve the country reporting for WHO Europe. Such mechanist will serve as an advocacy tool to foster progress and strengthen the meaningful engagement of civil society and TB affected communities not only to End TB but also having more of an impactful role in the monitoring of the WHO European Region TB action plan 2021-2030 targets at both the national and regional levels and actions taken to put the End TB strategy into practice.

Objective of the assignment:

The purpose of the activity is to develop the document (methodology/algorithm) with concrete recommendations/instructions for countries on data collection related to four indicators on

Community systems and civil society engagement to improve the country reporting for WHO Europe. The content of the document will be based on the recommendations resulting from the consultations with civil society/TB-affected community and National TB Programme. The document will be developed based on Community systems and civil society engagement indicators presented in the new Monitoring Framework WHO European Region Tuberculosis Action Plan 2021–2030.

Scope of work:

- The Consultant develops 1st draft methodology/algorithm for data collection related to Community systems and civil society engagement two scenarios:
 - 1) if there are minimum resources (filling only through the NTP when agreeing on the results through the existing platforms of CSOs or ACSM, for example) and
 - 2) if it is possible to collect additional/qualitative data (with the involvement of CSOs).
 - TBEC sends a draft to the WHO Europe for feedback.
- The Consultant considers the feedback received from the WHO Europe.
 - TBEC sends an updated draft to the National TB Programmes (NTP) for feedback.
- The Consultant considers the feedback received from the NTPs.
 - TBEC with the involvement of the Consultant conduct a meeting with national partners to obtain feedback (orally) and/or in writing on the results of the coordination meeting with relevant representatives of national civil society/TB community and in Kyrgyzstan, Kazakhstan and Ukraine.
- The Consultant considers the feedback received from the civil society/TB community.
- Consultant is preparing the 2nd draft methodology/algorithm for data collection
 - TBEC sends draft methodology/algorithm to national partners (CSOs and NTP) in three piloted countries and WHO Europe.
- The consultant is preparing the final draft methodology/algorithm based on received final feedback.
 - TBEC with involvement of the Consultant prepare a webinar program to present the data collection algorithm.
- Participation in the regional Webinar – October 2021

Expected outcomes:

Individual Consultant, will be expected to submit the following deliverables, in English or Russian, to the TBEC:

1. Final methodology/algorithm for data collection related to Community systems and civil society engagement.
2. PPT Presentation to present methodology/algorithm for data collection related to Community systems and civil society engagement during the regional TBEC's Webinar.

Duration of the assignment and remuneration provisions:

- The work is expected to start after signature of the specific agreement for individual consultancy services.
- The duration of agreement is August 2021 – October 31, 2021.
- Payment will be made based on the results of the submitted deliverables to TBEC.
- Consultant will be evaluated based on the qualifications; consultancy fee will be negotiated based on the consultant's expertise evaluation results.

- Remuneration will be paid in US Dollars, so the individual consultant/ each of consultant from consortium should have a USD bank account.

Qualification requirements:

- Bachelor or Master's Degree in Public health, Social Work or Social or Political science (or comparable work experience)
- At least 5 years working experience in the field of TB and or assistance/social support to TB affected populations
- Demonstrated experience in development of the methodologies/recommendations, and preparing analytical reports
- Knowledge of the key international and national strategies and policies on TB
- Understanding of TB policy and interventions, and health systems in the country
- Expertise in the functioning of the National TB programs and National governance approaches
- Networking with the civil society and TB affected communities in one of the countries: Kyrgyzstan, Kazakhstan and Ukraine
- Experience in development and conducting capacity-building events
- Experience of collaboration with WHO entities, Stop TB partnership and other international organizations and technical agencies
- Experience of working with the MAF-TB approach is a plus
- **Languages:** good knowledge of English and/or Russian

Skills requirements:

- Focuses on achieving results;
- Good skills of public speaking and art of presentation delivery;
- Sets priorities, produces quality outputs, meets deadlines and manages time efficiently;
- Works toward creative solutions by analyzing problems carefully and logically;
- Has a dynamic, positive and adaptive attitude towards work-related challenges, bringing innovative and effective solutions to them;
- Good writing skills (in English and/or Russian);
- Culturally sensitive communication skills;
- Ability to work independently, respond promptly and professionally to feedback;
- Proven ability to meet deadlines.

Reporting requirements:

The consultant will closely coordinate with the TBEC Secretariat to ensure effective delivery of the outputs. The expected PowerPoint presentation, the final version of the methodology/algorithm for data collection related to Community systems and civil society engagement should be written in Russian or English language, and submitted in electronic copies to TBEC Secretariat, specifically to TBEC Executive Director, Yuliia Kalancha – kalancha@tbcoalition.eu