

Technical Assistance for Nutrition (TAN)

RWA-01: Long term TA to support nutrition coordination at the National level in Rwanda

Terms of Reference (ToR)

Background

Technical Assistance for Nutrition (TAN) is a project supported by UK aid from the UK government, which seeks to improve the capacity of SUN countries to design, deliver, and track the progress of nutrition programs and to generate, learn from and adopt knowledge of what works. Nutrition International is contributing to TAN by coordinating the provision of technical assistance to help national SUN Focal Points in select countries to overcome gaps in capacity for the design and delivery of multi-sectoral national nutrition plans, tapping into its global hub to source and deploy the expertise needed.

Despite notable improvements in the past 5 years, nutrition continues to be a public health concern in Rwanda. Nationally, 37.9% of children under age 5 are stunted, 9.3% are underweight and 2.2% are wasted and severely malnourished. Variation in children's nutritional status by province is quite evident, with stunting being highest in West (45%) and lowest in the City of Kigali (23%). The prevalence of wasting is highest among children less than age 8 months (5%) and begins to decline only after age 8 months. Over a third (37%) of children age 6-59 months have some level of anemia, including 21% who are mildly anemic, 15% who are moderately anemic, and 1% with severe anemia. The prevalence of anemia among women age 15-49 has decreased over the last decade, dropping from 26% in 2005 to 17% in 2010 before increasing slightly to 19% in 2014-15¹.

There is a strong commitment from the Government of Rwanda (GoR), development partners and other stakeholders to find lasting solutions to malnutrition. Under the leadership of the government, multisectoral initiatives and interventions have been implemented over the past decade aimed at improving nutrition status. These efforts include the Presidential Initiative that inspired nationwide emergency action to find and manage all cases of acute malnutrition in children (2009). Further, Rwanda adopted both National and District level administrative structures, to provide strong coordination for nutrition interventions. These structures would ensure that all key stakeholders including, relevant government ministries, development partners, civil society and private sector are well coordinated. At the national level, the Social Cluster Ministries under the Prime Minister's Office is the highest level government convening body. The National Early Childhood Development Program (NECDP) through its coordination mechanism, is complemented by the National Food and Nutrition Technical Working Group (NF&NTWG), which includes participation from all partners including the Social Cluster Ministries, UN agencies, NGOs, academia, development partners, civil society

¹ Rwanda 2014-15 Demographic and Health Survey

Technical Assistance for Nutrition (TAN)

organizations, religious based organisations and businesses. At the district level, this coordination is ensured by the mayor through the District Plans to Eliminate Malnutrition (DPEMs) in order to operationalize the Social cluster ministries mandate. These structures play a vital role in ensuring the government nutrition interventions are included in the district plans.

The NECDP is mandated to accelerate the reduction of stunting through ECD services among other duties. The Head of Department of Nutrition and Hygiene is the SUN focal point in Rwanda.

The GoR is committed to addressing malnutrition especially at the decentralized levels through support to the districts to implement ECD interventions. Development partners are also supporting implementation of ECD interventions at the district level. NECDP requires more support to effectively coordinate and harmonize implementation of district action plans. It is in this context that the Coordinator of the NECDP requested the NI TAN project to provide technical assistance to support the Program to improve child nutrition status at national and district levels through harmonized and effective multi-sectoral coordination.

Objectives

Overall objective

The overall purpose of this Technical assistance is to build capacity for harmonized implementation of ECD services including nutrition interventions at the decentralized level and support the coordination at the National Early Childhood development program.

Specific objectives

1. Provide technical support to the NECD Program for planning, delivery and coordination of prioritized ECD interventions at the national and district level.
2. Build capacity of 10 district ECD coordinators (mentorship, supportive supervision, training and oversight) for effective implementation and coordination of ECD intervention.
3. Review and harmonize NECDP coordination and implementation structures at the national and district level.
4. Enhance continuous learning and mainstreaming of multisectoral coordination into existing strategies and plans.

Expectations

This TA is expected to scale up effective implementation and coordination of prioritized ECD interventions with emphasis on stunting reduction interventions.

It is expected that this consultancy will lead to the following results:

- - a. Improved planning and delivery of multi-sectoral ECD interventions.
 - b. Strengthened capacity to deliver/ ECD action plan, especially at the district level.

Technical Assistance for Nutrition (TAN)

- c. Integration of learning into annual work plans, action plans and strategic plans.

Scope of Work

The TA is expected to undertake the following activities and produce the listed deliverables.

Objective 1: Provide technical support to the NECD program for planning, delivery and coordination of prioritized ECD actions at the national and district level.

Activities

- Assess nutrition coordination gaps and opportunities at all levels
- Conduct a capacity gap assessment and develop work plan and budget for capacity improvement

Deliverables:

- Gaps assessment report with amenable recommendations on how to address the challenges
- Capacity assessment report
- Improvement work plan developed
- Inception and stakeholder consultation report

Objective 2: Build capacity of district ECD coordinators in planning, monitoring and coordination for sustainability (mentorship, supportive supervision, training and oversight)

Activities

- Support recruitment of 10 district ECD coordinators
- Support development of work plans aligned to objectives, manage performance and ensure planned results are achieved on time
- Conduct workshops to guide District social cluster Coordination Committees on planning with priority nutrition actions integrated
- Develop tools for joint supportive supervision, mentorship and evaluation
- Facilitate and participate in periodic planning and review meetings of nutrition specific and nutrition sensitive platforms respectively

Deliverables:

- District workshop reports
- Technical review completed for finalization of district ECD actions
- Ten district nutrition focal persons recruited and contracted
- Coordination mechanism established and supported
- Report on reviewed plans, including recommendations on how to address gaps identified

Objective 3: Review and harmonize ECD coordination and implementation structures at the national and district level

Activities

- Assess current ECD coordination mechanisms
- Identify lessons learned and leverage experiences on ECD implementation at District level

Deliverables:

- Report on existing coordination mechanisms, including gaps and recommendations

Technical Assistance for Nutrition (TAN)

- Development of an action plan to address coordination challenges and integration into District Development Plans (DDPs)

Objective 4: Enhance continuous learning and mainstreaming of multisectoral ECD coordination into existing plans

Activities

- Lead and coordinate knowledge sharing and learning initiatives across districts
- Participate in national and/or regional knowledge sharing platforms

Deliverables:

- Lessons learned and best practices report developed and shared
- Regular workshops with district coordinators and key stakeholders for cross learning
- Regular progress updates presented at various coordination platforms

Other relevant tasks needed by the NECDP to support the advancement of the stated objectives, and agreed to by NI may be incorporated in the due course of the assignment.

Nutrition International is committed to gender equality. Consultants are required to indicate how s/he will ensure that gender equality considerations are included in the provision of TA including deliverables. To this end, NI has developed the following tools in order to help. Examples of integration of consideration for gender equality could include but are not limited to; ensuring government departments responsible for women are included wherever possible, gender sensitive indicators are included, emerging data is sex disaggregated, relevant documentation related to gender is reviewed.

- Checklist – Integration of gender considerations
- Background document « Gender and nutrition »
- PowerPoint presentation « Gender 101 ».

Duty Station/Location

This is a full-time consultancy for a period of 18 months. It is envisioned that a registered consultancy firm will implement this assignment with a lead consultant embedded in the NECDP for the duration of the assignment.

The consultancy firm is expected to undertake regular travel within the country to supervise, train and mentor 10 district coordinators and attend coordination meetings. All travel related costs required under this consultancy will be provided for by NI and/or NECDP.

Timeline

This support will be for a period of 18 months preferably starting from 15th June 2018 to 30th December 2019.

Management and Reporting/Coordination mechanism

Technical Assistance for Nutrition (TAN)

1. The consultancy firm will directly report to the Coordinator of NECDP. The firm will also work closely with other staff of the NECDP and NI team members.
2. The NECDP will facilitate the operational linkages with all the other relevant sectors and stakeholders under this TA.
3. NI will provide the funding for the assignment, and payment will be subject to performance and reaching deliverables as agreed upon at the moment of contract signing.
4. NI will provide technical input into the assignment and is responsible for assuring the quality of the work being delivered by the consultancy firm.

Profile/qualifications of consultancy firm

- i. A registered management firm by relevant regulatory bodies
- ii. Consultants with Master's degree in nutrition; public Health, Public administration; international relations; development studies; social sciences
- iii. Experience in management and administration of nutrition, food security and health projects/programmes is essential.
- iv. Significant experience in the international environment with a proven record of managing and motivating diverse teams in complex environment. Field experience in multi-sector rural development or food, nutrition and health programmes and policies is an asset.
- v. Experience in working with government institutions, public service or equivalent.
- vi. Experience in institutional analysis and design, project implementation, monitoring and evaluation systems and processes and development projects/ programmes.
- vii. Excellent drafting skills and ability to communicate effectively both orally and in writing
- viii. Knowledge of labour administration in Rwanda
- ix. Project management skills, including strong monitoring skills.
- x. Proven leadership, coaching and mentorship skills and the ability to work tactfully in a complex environment with influence and flexibility.
- xi. Excellent communication and interpersonal skills, both oral and written.
- xii. Fluency in oral and written English is required.
- xiii. Fluency in Kinyarwanda is an added advantage.

NI is committed to the fundamental principles of equal employment opportunity. Women are encouraged to apply.

Application Process

Applications should be submitted by email to technicalassistance@nutritionintl.org and copy alexis.mucumbitsi@ecd.gov.rw before close of business **18th May 2018, EST (Ottawa Canada)**, with **RWA-01 as subject of email**. The application should include:

- Up-to-date curriculum vitae (CV) with monthly fee indicated and other foreseen costs included.
- Cover letter detailing how applicant fits the profile