

(Please read submission instructions carefully. Applications not in compliance with submission instructions will be disqualified)

ActionAid International is active in over 49 countries in Africa, Asia, America and Europe regions in partnership with other organizations. ActionAid Liberia (AAL) is an ActionAid International Country Program and a registered international nongovernmental organization (NGO). AAL began operation in Liberia since 1997, beginning as a cross border Development Initiative by ActionAid Sierra Leone in response to the humanitarian crisis resulting from the Liberian civil war. AAL is one of the few NGOs in Liberia that works holistically from a women's rights perspective and challenges patriarchal systems and structures. Working on three main strategic objectives, ActionAid is working with other civil society organizations and the Government of Liberia to end poverty in Liberia. The strategic objectives are Youth and Urban Poverty; Women and Girls Rights, and policy and campaigns component which focuses on escalating issues from the community and national levels to relevant spaces for resolution and improvement.

TERMS OF REFERENCE

Consultancy to write an Annual Report and a Guide on Barriers Faced by key Populations Accessing Health Services.

Project Description

ActionAid Liberia is implementing a two-year Global Fund/PSI project titled: "HIV/AIDS Prevention, Care and Support for Key Populations, PLHIVs and the General Population with funding from Global Fund through Population Services International. The project seeks to reduce the prevalence of HIV/AIDS and provide care and support to those infected and affected by the pandemic. The project also works with local organizations (SAIL and LibNeP+) to build their capacity in the delivery of HIV/AIDS related services to their respective communities. As a way of enhancing its response to the needs and concerns of the target beneficiaries, the project intends understanding the barriers and challenges faced by key populations in accessing services, particularly health services. It will develop an annual report that details these barriers and challenges and develop a response plan to addressing these issues. A precursor study (Audience Insight Survey) was conducted in December of 2016 by ActionAid Liberia and its partners. This study generated themes based on identified barriers faced by the key populations in their respective communities that are to be used to develop behavior change messages on HIV/AIDS prevention, care and support.

Scope of Work/Tasks

Under the supervision of the Project's Monitoring and Evaluation Officer, and with technical support from ActionAid's Program Quality Manager and the Project Coordinator, the Consultant will perform the following tasks:

- Prepare and submit an inception report detailing study methodology and report outline to ActionAid Liberia for approval
- Initiate meetings with the Crisis Prevention and Management Committee established by ActionAid Liberia
- Lead discussions on issues relating to barriers that members of the key population faced when accessing health services



- Engage key stakeholders of the key population communities to elicit information on barriers faced by key populations in accessing health services
- Stimulate discussions to flag out human rights issues concerning key population that would arise during the discussion
- Review existing documents/reports on barriers faced by members of the key population communities
- Develop first draft of the annual report and its guide and submit to AAL for review
- Submit final version of the report and its guide based on inputs from the technical team

Key Performance Indicators/Deliverables

- Completed inception report with detailed baseline methodology and report outline
- Completed and approved training/facilitator guide on barriers faced by accessing health services by key population based on human rights documentation
- Completed and approved annual report on barriers faced by accessing health services by key population based on human rights documentation

Qualifications and Competencies Required

The successful candidate will possess the following qualification and competencies:

- A minimum of bachelor degree in public health or nursing and/or any of the social sciences. Master's degree in will be an added advantage
- A good knowledge of the Liberian health system
- Prior experience in working with key populations
- Proven competence in conducting qualitative research
- Strong analytical and report writing skills
- Ability to work with diverse categories of people irrespective of whatever differences
- Ability to work under stress and to meet deadline in tight schedule
- Previous work with AAL is an advantage especially in working around the issues of key pop



Duration/timeline for the consultancy

The Consultancy is expected to last a period of twenty-one (21) days including the submission of the report, beginning September 29, 2017.

How to apply

Please submit all technical and financial proposals, with CV to ActionAid Liberia Country Program, Oldest Congo Town, Near Winner's Chapel, Monrovia, Liberia and sent via email to vacancy.liberia@actionaid.org, copy elizabethgbah.johnson@actionaid.org.

Deadline for submission of proposals is September 20, 2017. Only shortlisted candidates will be contacted.

Female candidates are encouraged to apply.

