

TERMS OF REFERENCE

Hiring office:	UNFPA Sub-regional Office for the Caribbean (SROC), Jamaica
Purpose of consultancy:	Consultant to Adapt the training material on VAWG for training of Health Professionals under the SPOTLIGHT Initiative to the Jamaican Context and for delivery on the Virtual Campus of Public Health of the PAHO
Background:	<p>The European Union (EU) and the United Nations (UN) have embarked on a new, global, multi-year initiative focused on eliminating all forms of violence against women and girls (VAWG) - the Spotlight Initiative. The Initiative is so named as it brings focused attention to this issue, moving it into the spotlight and placing it at the center of efforts to achieve gender equality and women’s empowerment, in line with the 2030 Agenda for Sustainable Development.</p> <p>The Initiative will respond to all forms of VAWG, with a focus on domestic and family violence, sexual and gender-based violence and harmful practices, femicide, trafficking in human beings and sexual and economic exploitation. In line with the 2030 Agenda for Sustainable Development, the Initiative will fully integrate the principle of leaving no one behind.</p> <p>Over the past few decades, the international community has increasingly recognized violence against women and girls as a serious public health problem and a violation of human rights. One out of every three women in the Americas reports experiencing intimate partner or sexual violence by a non-partner at some point in their lives. Preventing violence and responding to survivors requires action from all sectors, and the health services sector play a crucial role.</p> <p>As noted by the United Nations (UN) Secretary General’s in-depth study, health care providers are often the first professionals to have contact with women and girls who experience violence. As a result, training health professionals is an essential part of addressing violence against women around the world. In fact, many of the nurses and midwives who are often at the forefront to respond to the survivors of VAWG are women, and there have been several instances of VAWG among their ranks. When health care providers are adequately trained to identify survivors and provide them with compassionate and effective care, they have the unique opportunity to prevent the re-occurrence of violence, mitigate negative consequences and break the cycle of violence.</p> <p>The importance of strengthening health systems’ capacity to identify and provide quality care to women survivors of violence was recognized in two mandates which were approved by Ministers of Health from the Pan American Health Organization (PAHO) and World Health Organization’s Member States:</p> <ul style="list-style-type: none"> - Regional Strategy and Plan of Action on Strengthening the Health System to Address Violence Against Women (CD54/9, Rev.2) – approved by PAHO’s Directing Council in 2015 - Global Plan of Action on strengthening the role of the health system, within a national multisectoral response, to address interpersonal

violence, in particular against women and girls, and against children – approved by the World Health Assembly in 2016

Both documents call on countries to strengthen their health systems' capacity to address violence against women, including through concerted efforts to train their health workforce.

With the goal of supporting its Member States, PAHO/WHO have developed a series of tools that can be used to improve health care to women survivors, that are cited at the end of this document, among other important references for the consultant.

In May 2019, PAHO/WHO, in collaboration with the Johns Hopkins University School of Nursing (JHUSON) and the World Bank organized a Sub-regional Training of trainers (TOT) for health care providers in the Caribbean who will be able to strengthen health care providers' capacity to identify and provide care to survivors of violence. Participants included health managers and health workers from 11 countries in the Caribbean. The training was planned with the expectation that participants would support similar training for health workers in their home countries.

The COVID 19 pandemic has impacted the social and economic wellbeing of the population and there have been increased reports of gender-based violence and the need to appropriately equip the health care professionals has become even more urgent.

The training of health care workers is a planned activity under Pillar 4 of the Spotlight Initiative. Specifically, the Activity (4.1.10) states: "Enhance training for health professionals on identification of IPV and standardized procedures for dealing with victims of GBV, particularly IPV, in a gender-sensitive manner and to better integrate VAWG response into integrated sexual and reproductive health service". This training will be carried out by PAHO as an associated agency of UNFPA.

Considering the restrictions of large gatherings of persons such as the face to face training of the health care professionals, it is now being proposed that the training of trainers be conducted virtually. The PAHO has an established Virtual Campus of Public Health that would be able to host this virtual training.

The preparation for training will be critical to ensure the timely implementation of the training of nurses, midwives, general practitioners and medical doctors on VAWG, which is planned to take place after the conclusion of the readiness assessment (availability, accessibility, responsiveness, adaptability, appropriateness, quality and gaps identification) of different sectors (police, health, social services, justice) to provide services to inform the implementation plan of the NSAP-GBV in line with the Essential Service Package and after the revision of the intake forms, Standard Operating Procedures and Model of Care.

	<p>To enable the nurses, midwives, general practitioners, and doctors to connect seamlessly and continuously during the training, support will be offered to the tutors in terms of adequate broadband internet service.</p> <p>General objectives of the Training:</p> <ul style="list-style-type: none"> - To prepare a sufficient number of trainers for training nurses, midwives, general practitioners, and medical doctors in Jamaica, in a sustainable way, who will be able to strengthen health care providers' capacity to identify and provide quality care to survivors of violence in line with the WHO clinical and policy guidelines and the Essential Service Package for the Health sector. - To ensure a training program on Violence Against Women and Girls adjusted to the specificities of Jamaica. - To ensure the quality of the training program provided by the trainers in Jamaica, in line with the guidelines. <p>Specific objectives of the training:</p> <ul style="list-style-type: none"> - To share the latest evidence available on the prevalence of violence against women and girls and health consequences at the global level and in Jamaica. - To enable participants to exchange experiences and lessons learned in preventing and responding to violence against women, particularly within health systems. - To enable participants to identify multisectoral evidence-based interventions to prevent violence against women including the role and contributions of health systems in prevention in the Jamaican context, considering the Jamaican policy framework. - to train participants on the appropriate response to intimate partner violence or sexual violence in line with evidence-based recommendations from WHO/PAHO and taking into consideration the Jamaican legal and policy framework and health system..
<p>Purpose of the consultancy</p>	<p>Prepare a training and implementation package consisting of training tools, by adapting the existing PAHO/ WHO GBV training material to the Jamaica context and making it ready for delivery by tutors and self-administration by users on the PAHO Virtual Campus of Public Health (VCPH) and train 16 tutors in a Training of Trainers.</p>
<p>Scope of work: (Description of activities or outputs)</p>	<p>Methodology</p> <p>The consultant is expected to prepare a work plan outlining how he/she intends to complete the tasks assigned (training methodology, work plan with chronogram) and this is to be included in the initial proposal that is submitted. The Consultant will review and update the training manuals using relevant reference documents (examples are international guidance and standards, as well as relevant local protocols and/or SOPs, such as the MoHW protocol for sexual assault, the GBV referral pathways among other relevant documents developed by the MoHW</p>

and any other relevant line Ministry, including with the support of the Spotlight Initiative).

The Consultant will work closely with the technical team at the PAHO VCPH to become familiar with the Campus and to ensure the uploading of the modules and resources. The consultant will implement a training of trainers (TOT) for 16 selected tutors, the TOT will build capacity and at the same time serve as a pilot of the training package that will be improved accordingly. The Consultant will be under the direct supervision of the Advisor Noncommunicable Diseases and Mental Health at PAHO in Jamaica.

Specific Tasks

Specific tasks of the consultant are as follows

- i. Outline the proposed work plan and methodology and submit it in the initial proposal
- ii. Select and review the relevant training material for VAWG
- iii. Adapt the training material to the Jamaican context using examples that are relevant to the culture and the realities of the legal, policy framework and health care system in the country. The training material must consider examples to strengthen the capacities of health professional to respond to cases of sexual abuse towards adults and children and consider also marginalized populations (cohabitating teenage girls, pregnant women and teenage mothers, LGBTIQ+, sex workers, women and girls with disabilities, women and girls living with HIV, among others).
- iv. Develop the training methodology for the entire training package including methods for all the sessions (ie. plenary discussions, breakout sessions that could include sticky notes exercises/role plays, polls, etc). The consultant will identify the material that would be delivered virtually and that which is to be completed by trainees asynchronously between the webinar sessions.
- v. Identify and develop the methodology and criteria to evaluate the improvement in knowledge of trainees, by designing appropriate questions for pre- and post-test and for 2 to 3 quizzes, among other methods.
- vi. Collaborate with the technical team of the VCPH to adapt the training to be delivered over several sessions and facilitate the uploading of the modules for the VCPH including the various resources required. Prepare a course program and course calendar and complete the checklist for course coordinators as per the requirements of the VCPH.



	<p>vii. Train 16 tutors (2 nurses/midwives and 2 general practitioners/ Medical Officers per each targeted parish) using the developed training package and on how to mentor health professionals during the training; the training of trainers will be also a form to pilot the training package. It will include, in collaboration with the team from the VCPH, training in the use of the Virtual Campus of Public Health to support the participants/mentees.</p> <p>viii. Validate the product with a participatory approach to ensure the quality of the training program provided by the trainers in Jamaica. This includes receiving feedback from PAHO, UNFPA, and MOHW, among others key actors of the Spotlight Initiative. Based on the feedback received on the adapted training package, apply relevant changes required.</p>																				
Duration	It is anticipated that this Consultancy will be completed in 16 weeks' time.																				
Delivery dates	<table border="1" data-bbox="472 902 1452 1697"> <thead> <tr> <th data-bbox="472 902 616 1048">Product</th> <th data-bbox="616 902 1106 1048">Description</th> <th data-bbox="1106 902 1289 1048">Timeline</th> <th data-bbox="1289 902 1452 1048">Payment on product basis %</th> </tr> </thead> <tbody> <tr> <td data-bbox="472 1048 616 1155">Product 1</td> <td data-bbox="616 1048 1106 1155">A detailed work plan of the entire consultancy including a comprehensive methodology</td> <td data-bbox="1106 1048 1289 1155">1 week</td> <td data-bbox="1289 1048 1452 1155">20%</td> </tr> <tr> <td data-bbox="472 1155 616 1373">Product 2</td> <td data-bbox="616 1155 1106 1373">The adapted training package to include all the relevant modules, validated resource materials, and final course calendar are uploaded to the PAHO Virtual Campus for Public Health</td> <td data-bbox="1106 1155 1289 1373">4 weeks</td> <td data-bbox="1289 1155 1452 1373">30%</td> </tr> <tr> <td data-bbox="472 1373 616 1588">Product 3</td> <td data-bbox="616 1373 1106 1588">Report of the TOT for 16 tutors, with feedback to further improve the training and inclusive of the checklist for coordinators as prepared by the technical team of the VCPH.</td> <td data-bbox="1106 1373 1289 1588">8 weeks</td> <td data-bbox="1289 1373 1452 1588">20%</td> </tr> <tr> <td data-bbox="472 1588 616 1697">Product 4</td> <td data-bbox="616 1588 1106 1697">Final version of the training package including changes applied based on experience of the TOT</td> <td data-bbox="1106 1588 1289 1697">3 weeks</td> <td data-bbox="1289 1588 1452 1697">30%</td> </tr> </tbody> </table> <p data-bbox="472 1697 1452 1742">The expected total working days are 70.</p>	Product	Description	Timeline	Payment on product basis %	Product 1	A detailed work plan of the entire consultancy including a comprehensive methodology	1 week	20%	Product 2	The adapted training package to include all the relevant modules, validated resource materials, and final course calendar are uploaded to the PAHO Virtual Campus for Public Health	4 weeks	30%	Product 3	Report of the TOT for 16 tutors, with feedback to further improve the training and inclusive of the checklist for coordinators as prepared by the technical team of the VCPH.	8 weeks	20%	Product 4	Final version of the training package including changes applied based on experience of the TOT	3 weeks	30%
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Location of activities and expected travels:	The consultant/team is expected to work remotely, utilizing their own office space, computer, internet, telephone, and other equipment, as needed, to undertake the assignment.																				
Required expertise, qualifications, and competencies:	<p>These are the requirements for candidates:</p> <ul style="list-style-type: none"> - A health care professional with training and /or experience with VAWG 																				



	<ul style="list-style-type: none"> - A Masters’ Degree in Public Health or other from a recognized institution - Previous experience in curriculum development (pre-service or in-service training) and as a Train of Trainers. - Excellent analytical and writing skills - Excellent oral and written communication skills - Experience working in Public Health - Experience working in the local (Jamaica) Health Sector would be an asset
<p>Coordination & reporting mechanism:</p>	<p>The consultant reports collaboratively to the NCDs and Mental Health Advisor, at PAHO, Jamaica Office. PAHO will interact with UNPA on the progress. The consultant will liaise with the representatives of the Regional Health Authorities in order to establish initial contact with the 16 assigned trainees. Weekly meetings will take place to monitor the implementation of the consultancy work plan. Ad hoc meetings might take place if required.</p>
<p>Inputs/services to be provided by UN agency:</p>	<p>PAHO and UNFPA will facilitate the linkage with relevant stakeholders and will provide relevant documents prior to the start of the consultancy. This includes the preliminary results of the Readiness assessment of the Health sector and GBV referral pathways.</p> <p>The Spotlight Initiative Pillar 4 Focal Point (UNFPA Gender and GBV Specialist) and the UNFPA team, in coordination with PAHO, will provide quality assurance and coordination, ensuring that the modules and resources are in line with the Spotlight Initiative Country Program Document and the Essential Service Package.</p>
<p>Essential references for the consultancy</p>	<p>References</p> <p>United Nations. Essential Service Package for women and girls survivors of violence Core Elements and Quality Guidelines https://www.unwomen.org/en/digital-library/publications/2015/12/essential-services-package-for-women-and-girls-subject-to-violence#view; with special focus on the Module 2: Health Essential Services.</p> <p>World Health Organization (WHO). Health care for women subjected to intimate partner violence or sexual violence: a clinical handbook. Geneva: World Health Organization; 2014 (http://apps.who.int/iris/bitstream/10665/136101/1/WHO_RHR_14.26_eng.pdf).</p> <p>World Health Organization (WHO). Responding to intimate partner violence and sexual violence against women: clinical and policy guidelines. Geneva: World</p>



	<p>Health Organization; 2013 (http://apps.who.int/iris/bitstream/10665/85240/1/9789241548595_eng.pdf).</p> <p>World Health Organization (WHO). Responding to children and adolescents who have been sexually abused: WHO clinical guidelines. World Health Organization; 2017. (https://www.who.int/reproductivehealth/publications/violence/clinical-response-csa/en/)</p> <p>World Health Organization (WHO). Plan of action to strengthen the role of the health system within a national multisectoral response to address interpersonal violence, in particular against women and girls, and against children. Geneva: World Health Organization; 2016 (http://apps.who.int/iris/bitstream/10665/252276/1/9789241511537-eng.pdf?ua=1).</p> <p>World Health Organization (WHO). Strengthening health systems to respond to women subjected to intimate partner violence or sexual violence: a manual for health managers. Geneva: World Health Organization; 2017. https://apps.who.int/iris/bitstream/handle/10665/259489/9789241513005-eng.pdf;jsessionid=FB7D81AC34028E0506CF90BDD9D114EE?sequence=1.</p> <p>World Health Organization (WHO). Caring for women subjected to violence: A WHO curriculum for training health-care providers. Geneva: World Health Organization; 2019</p>
<p>Other relevant information or special conditions, if any:</p>	<p>The interested candidates should present:</p> <ul style="list-style-type: none"> - A letter of interest of their motivation - A CV proving experience and background in the required fields - A brief methodological proposal with timeline to develop the consultancy (the comprehensive methodological proposal will be part of the first deliverable)