

**Call for Consultancy-Zambia Rising Project**  
**Finalization of the National Implementation Plan for Social Service Workforce**  
**Strengthening**

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**The Zambia Rising Project:**

Save the Children International (SC) is the lead partner implementing the *Zambia Rising* project which is funded by the United States Agency for International Development (USAID) with funding from the President's Emergency Plan for AIDS Relief (PEPFAR) and USAID's Displaced Children and Orphans Fund (DCOF). The purpose of the project is to improve systems and structures to ensure that most vulnerable children, adolescents and households have access to health and social services and family based care. *Zambia Rising* complements the Government of the Republic of Zambia (GRZ)'s efforts to address the needs of Zambia's most vulnerable children and households through strengthened social welfare systems, improved coordination amongst line ministries, and enhanced collaboration with civil society, the private sector and other critical stakeholders.

The project has five result areas:

1. Human Resources to provide comprehensive coordinated care for most vulnerable children, adolescents and their households affected by HIV and AIDS strengthened;
2. Coordination across ministries, private sector and civil society strengthened;
3. Enabling policy environment protective of children, adolescents and families affected by HIV applied;
4. Capacity of NGOs implementing programs for children, adolescents and their households enhanced;
5. Zambia's Children's Care Reform, including Alternative Care strengthened.

Through a coordinated effort between *Zambia Rising*, United States Government-funded OVC service delivery projects and UNICEF, SC and its partners implement a vision of system strengthening that is coordinated and supportive of GRZ structures and sustainable processes.

**Consultant**  
**Finalization of Implementation Plan for Social Service Workforce Strengthening**

**Background:**

In 2010, Zambia participated in the first global conference convened to address Strengthening the Social Welfare Workforce (SWW), sponsored by USAID. As a country, Zambia identified two key challenges facing the Zambian SWW: 1) ensuring quality control for social workers in an environment of low recognition, inadequate financing and a lack of regulations, and 2) inadequate structures to field an appropriate number of staff to serve the needs of marginalized populations. To ameliorate both of these challenges it was recommended that a comprehensive Situational Analysis of the SWW be conducted. In 2014, Zambia Rising through the Training Resources Group Inc., a Human Resources Assessment and Gap Analysis of the SWW was conducted. This was followed by dissemination and a workshop to develop a Road Map to address the gaps. Additionally in 2014, Volunteer Services Overseas, was commissioned by the former Ministry of Community Development, Mother and Child Health to conduct two studies on community volunteers: 1) a community volunteer skills audit and 2) a community volunteer linkages study. These two assessments have equally contributed to the body of evidence surrounding the social services workforce.

In 2015, from the findings and identified gaps, a draft Implementation Plan to Strengthen the SWW was developed and revised in April 2016.

The plan, still in draft, needs now to be updated, adjusted to include additional information gathered, including from the National Consultation on Children's Care Reform held in May 2016, and finalized.

The Social Welfare Workforce plays a critical role within the social welfare system, for the provision of services to the poor and vulnerable groups including children. Therefore, developing a national implementation plan for strengthening the SWW provides a strategic framework that is essential to building a well-functioning social welfare system. This plan is based on the understanding that children are susceptible to various situations that render them vulnerable. A functioning Social Welfare Workforce (SWW) is cardinal as it serves as a vital safety net for children and families as well as ensuring that families and children have access to an array of quality services that promote wellbeing, protection, and an enhanced quality of life.

A competent and skilled Social Welfare Workforce (SWW) is critical to ensure effective social services to most vulnerable children and their families. This Social Welfare Workforce includes many different cadres, formal and informal, paid and unpaid, professional and community caregivers and volunteers, governmental and nongovernmental—that make the social service system function at many levels: policy, planning and coordination at district level, and at service delivery at the community and child's level.

In addition, as the GRZ is engaging with UNICEF on integrating formal case management beyond OVC programs, the project is working closely with both institution to building a synergy of efforts between USAID, UNICEF and Zambia Rising.

### **Objective of Consultancy:**

The consultancy will focus on reviewing and finalizing the National Implementation Plan to Strengthen the SWW and ensure it is in-line with on-going in-country efforts and global workforce strengthening trends and best practice.

### **Description of Work:**

The consultant(s) will be required to work under the direction of Government of the Republic of Zambia at the Ministry of Community Development and Social Services with support from Zambia Rising technical team. The Consultant will be tasked to review the draft of the Implementation Plan to Strengthen the Social Welfare Workforce and ensure that the Plan is aligned with the existing in-country efforts to strengthen the SWW, with national policies related to social welfare while reflecting critical findings from research and global best practice. The consultant will produce the final draft copy for presentation to Government, Zambia Rising and key stakeholders.

### **Responsibilities and Tasks**

1. Desk review of study reports and documentation related to Zambia Social Welfare Workforce;
2. Review the draft implementation plan and develop a specific road map to ensure its finalization complete with resource requirements;
3. Facilitate consultative meetings with Government officials, SWAZ, UNICEF, USAID, UNZA; ZCCWA, Mulungushi University, Monze and Kitwe Community Development Colleges and Zambia Rising for input into the final version of the Implementation Plan;

4. Develop the final version of the Implementation Plan using the Government approved framework. This will be shared with key stakeholders including Guiding Coalition members, Government Officials, UNICEF, Zambia Rising for their review and comments;
5. Revise the final version of the Implementation Plan to reflect input from GRZ and other stakeholders.
6. Facilitate a stakeholders meeting to share the final document for validation;
7. Proof read, edit in readiness for approval and printing of the Implementation Plan.

**Deliverables:**

- Desk review conducted, consultations held road map for completion of the report drafted and shared with Zambia Rising and MCDSS;
- 2-day consultative meeting held with a meeting report;
- Final version of the Implementation Plan developed and shared with Zambia Rising and MCDSS for sharing with others for feedback;
- Feedback included and validation meeting held with a meeting report;
- Final Implementation Plan to Strengthen the SWW proof read and edited in readiness for printing.

**Location**

Desk based and travel to and within Zambia.

**Contract Duration and Timeframe**

Consultancy will require 60 days including 1 trip to Zambia (in case of consultancy being conducted by International Consultants).

Timeframe. August-September 2017

**Required Experience**

- Advanced degrees in social work and public health or related fields;
- Extensive knowledge of government systems and structures as it relates to workforce planning and development at global and regional level;
- Knowledge of social service workforce development in the context of HIV and AIDS, as it pertains to the Zambian context will be an added advantage;
- Experience in developing National Implementation Plans using government approved frameworks;
- Technical experience in Social Services Workforce Strengthening Technical expertise in principals, theories, concepts and techniques in the area of social service systems strengthening, including knowledge of and ability to integrate across related disciplines;
- Preferred area of expertise may include case management, social service workforce, household economic strengthening, positive parenting interventions, early childhood development, and/or coordination/referral mechanisms;
- Experience working with and/or managing PEPFAR OVC programming priorities and added advantage;
- Experience conducting research, dissemination and report writing;
- Minimum of ten (10) years' experience as a technical advisor/ specialist in social services strengthening/social services/OVC/health program manager, in contexts similar to Zambia.

**Supervision, Reporting and Oversight**

Chief of Party, Workforce Capacity Development Advisor

**Submission of Proposal**

Interested organization(s)/individual(s) are invited to submit either a sealed envelope to the Chief of Party Zambia Rising Project at Save the Children's Offices: Plot 16794, off Alick Nkhata Road, Lusaka. Phone 0211-250139 or an electronic application to [jobs.zambia@savethechildren.org](mailto:jobs.zambia@savethechildren.org).

The deadline for submission is **Thursday, 26<sup>th</sup> July by 12:00 hours**.

The submission should provide the following information:

**Technical component:**

- Outline of the approach and methodology for undertaking the assignment;
- A timeframe in which process and final report should be produced,
- CVs of the key technical persons;
- Proof of past experiences in conducting similar assignments;

**Financial component:**

- Outline a budget for the assignment and daily rate and number of days within the set timeframe.
- State the level of effort of the consultant(s) within the set timeframe.