

## Terms of Reference

Department of Social Welfare, Ministry of Social Welfare Relief and Resettlement  
Maternal and Child Cash Transfer Project (MCCT)  
Advertisement for Recruitment of  
**National Capacity Building Consultant**  
**on Community Outreach and Social Services and Community Participation Framework**

Background	<p>In 2017, in collaboration with Development Partners, Department of Social Welfare under Ministry of Social Welfare Relief and Resettlement (MoSWRR) of the Republic of the Union of Myanmar has introduced, a Maternal and Child Cash Transfer (MCCT) program. The Government began to implement the MCCT program in Chin State in 2017, and now operated in five R/S with a total of approximately 122,277 beneficiaries.</p> <p>In 2020, the Department of Social Welfare is implementing “Maternal and Child Cash Transfer Project (MCCT) in Ayeyarwaddy region and Shan state”. Financing for the MCCT in Shan and Ayeyarwaddy is provided by the Government of Myanmar and the World Bank, which is scheduled to run until 2024. It is expected to reach to over 122,277 beneficiaries in Shan State and the Ayeyarwaddy region in next year with the support of this project. The objective of the project is to expand access to the Cash Transfer Program, to improve selected nutrition behaviors in priority target areas, and enhance the MOSWRR’s capacity to deliver social protection programs.</p> <p>The Project will finance the setup and implementation of a nutrition-sensitive conditional cash transfer (CCT) program in Ayeyarwaddy Region and Shan State (priority geographic areas) designed to improve nutrition outcomes of pregnant and lactating women and children under two years of age. The project will also finance activities at the national level to strengthen the SP system and its capacity to better deliver SP programs. More specifically, the project will invest in improving human and physical assets of the Ministry of Social Welfare, Relief and Resettlement (MOSWRR) at all levels, and in developing well-functioning systems, including ones for Management Information System, digital payments, and Monitoring &amp; Evaluation system that will allow the Department of Social Welfare (DSW) to improve its effectiveness and further inclusiveness of its SP programs across all R/S.</p> <p>All pregnant women and children under two years of age in those areas will be eligible for the MCCT program. The enrollment will be facilitated by use of mobile devices by community volunteers or existing administrative mechanism. Cash will be channeled through digital/mobile payment.</p>
Scope of Work	<p>The objective of the consultancy is to contribute in the development of COSS Manual, training curriculum and materials for the VCSWs, and deliver training of master trainers for relevant DSW staff and project staff on COSS and lead in the development of training curriculum and materials for village tract level social assessment (SA) and community plan (CP), and deliver training of trainers for relevant DSW staff and project staff on SA and CP.</p>

	<p>The consultant will be responsible for the followings.</p> <p><b>1) COSS Manual and VCSWs Capacity Building</b></p> <p>In guidance from POMT and close collaboration with the World Bank team, the national consultant will conduct the following tasks in a sequential manner:</p> <ol style="list-style-type: none"> <li>1) Contribute in the development of COSS Modules based training strategy curricula <ul style="list-style-type: none"> <li>• Contribute local context and knowledge in the development of a training strategy</li> <li>• Provide technical and context specific inputs in the development of training curricula, including master trainer's and trainer's</li> <li>• Lead the development of training content and materials related to nutrition sensitive interventions, community mobilization, social work and social inclusion</li> </ul> </li> <li>2) Delivery of national level master training <ul style="list-style-type: none"> <li>• Manage and oversee logistics for master trainings together with DSW project team</li> <li>• Lead the training of master trainers</li> </ul> </li> <li>3) Implementation of township level training <ul style="list-style-type: none"> <li>• Coach and mentor master trainers</li> <li>• Oversee/supervise State/Region and Township level trainings, and hands-on implementation support at the region/state and township levels.</li> </ul> </li> </ol> <p><b>2) Village Tract level Social Assessment (SA) and Community Plan (CP)</b></p> <ul style="list-style-type: none"> <li>• Review and update the available guidelines (and templates) into local context for use by DSW township staff and the V-SPC and V-CSW</li> <li>• Deliver training on SA and CP as part of the project trainings for the DSW township staff</li> <li>• Provide hands-on support to township DSW staff and V-SPCs in conducting social assessments and development of CP</li> <li>• Identify and develop a context specific strategy in communicating and monitoring implementation of CP at village/tract, township and state and region level.</li> </ul>
Expected outputs and deliverables	The COSS related training modules are developed in line with local context and capacity building to DSW staff and volunteers are conducted in timely and effective manner. Village Tract and township level Social Assessment and Community Participation Plan are implemented with responsive and accountable ways.
Reporting Channels	The training consultant will report to the MCCT Project Director. The consultant will also liaise with the technical leads from World Bank and development partners on Community Outreach and Social Services and social safeguards through DSW.
Duration of Work	12 Months (full time) with potential extension on basis of project need, work: starting August 2020.
Schedule of Payment	Time based, monthly basis on submission of time sheet and required references/ reports.
Duty Station	Training Unit of the DSW Project Operation and Management Team (POMT) within the Department of Social Welfare, Nay Pyi Taw. Occasional travel to Yangon or townships /regions may be required as agreed by Project Director.

<p>Qualifications or Specialized Knowledge /Experience Required:</p>	<p>General qualifications:</p> <ul style="list-style-type: none"> <li>• Ability to work effectively and sensitively in teams with government</li> <li>• Counterparts</li> <li>• Strong inter-personal skills and ability to resolve conflict</li> <li>• Proven track record in capacity building</li> <li>• Ability to communicate effectively with project stakeholders</li> <li>• Willingness and ability to travel frequently to project villages</li> </ul> <p>Desirable qualifications:</p> <ul style="list-style-type: none"> <li>• Advanced degree in Human Resources, Communications, Social works, Health, Public policy or related areas</li> <li>• Strong communication and operational expertise on community and social mobilization</li> <li>• A minimum 7 years of experience working in human capital enhancing programs in Myanmar, preferably in health, social protection and/or education</li> <li>• Direct experience in designing training programs and training materials for township and community level delivery</li> <li>• Demonstrated ability to work under deadlines, handle multiple tasks, and take initiative</li> <li>• Capacity to interact effectively with a range of stakeholders within and outside the Bank</li> <li>• Fluency in English both in written and oral communications</li> <li>• Excellent reading and writing skills in Myanmar language</li> </ul>
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**How to Apply:**

The interested candidates should send his/her interest with full CVs including previous experience and relevant certificates to the below address not later than 12:00 PM, 14<sup>th</sup> October, 2020 in person or via email or in enclosed envelope. Only the shortlisted candidates will be contacted for further selection processes (i.e. Personnel interview if required).

Attn:

Director General

Head Office, Department of Social Welfare, Ministry of Social Welfare, Relief and Resettlement.  
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