



TERMS OF REFERENCE

POST TITLE:	National Consultant (Drugs and Health)
ORGANIZATION SECTION/UNIT:	UNODC Regional Office for Southeast Asia and the Pacific (ROSEAP) / Drug Demand Reduction Project
NAME OF SUPERVISOR:	Karen Peters, Regional Drugs and Health Programme Officer, UNODC ROSEAP
WORK LOCATION:	Home-based in Cambodia
PROPOSED PERIOD:	15 January – 20 March 2022
ACTUAL WORK TIME:	Maximum 28 working days

1) GENERAL BACKGROUND

The United Nations Office on Drugs and Crime (UNODC) Regional Office for Southeast Asia and the Pacific is mandated to provide governments in the Southeast Asia Region with technical assistance to enhance the capacity of law enforcement agencies, justice-delivery services and health authorities. UNODC mandates identify a number of key outputs with specific activities, which contribute to the overall improvement of government services in Southeast Asia.

In efforts to improve drug demand reduction program in Cambodia, the Department of Mental Health and Substance Abuse (DMHSA) of the Ministry of Health has established 450 health facilities, providing mental health and drug treatment services to people with drug use disorders. Relevant authorities from the Government of Cambodia, has requested UNODC to support the process of the development of national level strategic plan guidelines for rolling out of the evidence informed community-based interventions for prevention of drug use and treatment of drug dependence.

With the support of a national expert as a consultant, UNODC has been providing necessary technical support to the relevant national counterparts under the Government of Cambodia in developing the National Strategic Plan for Community-Based Prevention, Treatment, Care, Support services for people who use drugs for 2021- 2030 and Practical Guidance Note to improve Community-Based Prevention, Treatment, Care and Support services among people who use drugs. The documents will serve as reference materials for the health service providers to consult and comply in order to ensure effectiveness and efficiency of the services.

To further disseminate good practices on evidence-based interventions on drug use prevention and treatment of drug dependence in accordance with international recommendations and to ensure UNODC's recommendations are effectively presented in rolling out of the National Strategic Plan and Guidelines on Community based interventions, UNODC ROSEAP is seeking to engage a national expert to work with UNODC as a national consultant to provide ongoing technical support to the counterpart agencies in Cambodia.

2) OBJECTIVES OF THE ASSIGNMENT

The main objectives of the assignment will be to **represent UNODC** in **meetings, trainings and workshops** and promote scientific evidence-based recommendations in **prevention, treatment and care** of the people who **use drugs** and people who have drug use **disorders** and to support UNODC ROSEAP team in organizing **training workshops** with national stakeholders on Treatnet Family Therapy and Strong Families in Cambodia.

3) SCOPE OF WORK

In close collaboration with UNODC, DMHSA and relevant national and international partners; the incumbent will undertake the following:

- a) Organize a national level training on Treatnet Family Therapy for treatment practitioners in Cambodia, as a follow up of the regional level training conducted recently, in collaboration with UNODC Regional Drugs and Health Programme Team, Prevention Treatment and Rehabilitation Section of the UNODC headquarters and relevant national counterparts including DMSHA.
- b) Organize a national level training on Strong Families, a family skills training programme for prevention of drug use among children and adolescents, for relevant stakeholders in Cambodia, in collaboration with UNODC Regional Drugs and Health Programme Team, Prevention Treatment and Rehabilitation Section of the UNODC headquarters and relevant national counterparts including DMSHA.
- c) Provide UNODC with reports of the trainings with findings and recommendations for rolling out of the implementation of the Treatnet Family and Strong Families programmes in Cambodia.
- d) Regularly communicate with UNODC and DMHSA and other stakeholders as required to fulfil the aforementioned tasks.

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Duration: Maximum 28 working days between 15 January 2022 and 31 March 2022.
Duty station: Home-based in Cambodia, and duty related travel is not anticipated.

Note: It is understood that the consultant would not hold UNODC responsible for any unforeseen or untoward incident during the duration of the consultancy. It is recommended that the consultant secures his/her own insurance coverage during the conduct of the consultancy.

5) FINAL PRODUCTS

The consultant is expected to deliver the products listed in the table below:

Deliverable	Output	Working Days	To be accomplished by (date)
A	National level training on Treatnet Family organized and report with recommendations submitted to UNODC.	7 days	31 January 2022
B	National level training on Strong Families organized and report with recommendations submitted to UNODC.	6 days	28 February 2022
C	Reports of the meetings on advocacy and coordination with national counterparts for promoting and scaling up of the Treatnet Family and Strong Families programmes in Cambodia.	15 days	20 March 2022

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The incumbent will work under direct supervision of the Regional Drugs and Health Programme Officer of UNODC ROSEAP. The delivery of results will be approved by the UNODC Regional Drugs and Health Programme Officer based on confirmation of satisfactory outputs by relevant national stakeholders.

Indicators to evaluate the consultant's performance will be:

- Quality of the outputs delivered.
- Timeliness of the outputs delivered.

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

The assignment requires a qualified individual with the following academic qualifications and expertise:

Education

- Bachelor's degree or above in medicine or health is required.

Experience

- A minimum seven (7) years (with a master's degree in Public Health) or a first level degree in similar fields with additional (2) years of experience including knowledge of programs intervention among people who use drugs in Cambodia and minimum five (5) years of relevant work experience working with UN agencies, Cambodian government and civil society organizations in drug demand reduction especially community-based treatment and related public health issues in Cambodia
- Has strong knowledge about drug policies and related legislations in Cambodia
- Proven experience in delivering similar materials on community-based treatment and drug demand reduction in the Cambodian context.
- Has ability to communicate and engage groups or networks of people who use drugs and otherkey populations

- Good report writing skills.
- Proficient computer skills, especially in Microsoft Office Suite

Language

- Fluent in Khmer
- Good written and spoken English is essential
- Excellent interpersonal skills.

8) REVIEW TIME REQUIRED

The incumbent's outputs will be monitored and reviewed by UNODC Regional Drugs and Health Programme Officer.

9) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/UNODC PREMISES

☒ **_NONE** ☐ **_PARTIAL** ☐ **_INTERMITTENT** ☐ **_FULL TIME**

Not required as this is a home-based assignment.

10) PAYMENT TERMS

Please indicate any special payment terms for the contract.

☒ **LUMP SUM MILESTONE** ☐ **DAILY**

Deliverables (List them as referred to in the ToR)	Percentage of Total Price (Weight for payment)
Deliverable A	20%
Deliverable B	30%
Deliverable C	50%

Criteria for evaluation of level of technical compliance of individual contractor

Technical Evaluation Criteria	Obtainable Score
Bachelor's degree or above in medicine or health is required.	20
A minimum seven (7) years (with a master's degree in Public Health) or a first level degree in similar fields with additional (2) years of experience including knowledge of programs intervention among people who use drugs in Cambodia and minimum five (5) years of relevant work experience working with UN agencies, Cambodian government and civil society organizations in drug demand reduction especially community-based treatment and related public health issues in Cambodia.	30

Has strong knowledge about drug policies and related legislations in Cambodia and proven experience in delivering similar materials on community-based treatment and drug demand reduction in the Cambodian context as well as previous experience working for and with the people who use drugs community.	30
Fluency in English and Khmer	20