



We are pleased to announce the following vacancy:

VACANCY NO: VA JID 2506
 CLOSING DATE: The closing date is extended from Monday, 7 July 2025 at 17:00 hours Bangkok time to Monday, 14 July 2025 at 17:00 hours, Bangkok time
 POST TITLE: Consultant to assess and document lessons learned from country pilots
 CATEGORY: Individual Consultant contract
 DUTY STATION: This consultancy is homebased, and travel is not required
 DURATION: 45 work days over the period of 1 August to 15 December 2025

Hiring Office:	UNFPA Asia Pacific Regional Office (APRO)
Title:	Consultant to assess pilot initiatives for scale-up and documentation of lessons learned
Purpose of consultancy:	<p>For UNFPA, embracing innovation and strategically implementing innovative projects is paramount to effectively addressing complex sexual and reproductive health challenges, achieving transformative results, and ensuring that no one is left behind in the pursuit of rights and choices. To address these needs, UNFPA country offices have actively designed and implemented numerous innovative pilot initiatives. However, assessing these pilots, documenting lessons learned and scaling up effective initiatives has not been systematic, limiting the knowledge contribution within the region and beyond.</p> <p>Therefore, a consultancy is requested to assess selected innovative country pilot initiatives focusing on their relevance, effectiveness, efficiency, replicability/adaptability, sustainability, accountability, beneficiary involvement, and conformity with UN/UNFPA's ethical standards. The consultant will also document lessons learned, both from successful pilots and from failures for future scale-up, improvements and/or innovations, facilitating experience sharing within the region and beyond.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<ul style="list-style-type: none"> Review documents of Country Office pilot initiatives, conduct online discussions with relevant Country Office staff and identify initiatives for assessment, considering the level of maturity (e.g. progressed beyond a theoretical prototype, implemented in the field), innovativeness and availability of secondary data. Assess the selected pilot initiatives as per the criteria mentioned above and prepare pilot-specific short reports with recommendations to share with Country Offices.

	<ul style="list-style-type: none"> • Facilitate consultations with Country Offices in the region to gather their perspectives on main facilitating and hindering factors (e.g. operational and financial, regulatory frameworks, stakeholder ownership and others) in designing, implementing, monitoring and learning from pilot initiatives and in scaling up proven initiatives. • Prepare a consolidated report on lessons learned from failures and successes of pilot initiatives based on the assessments and consultations with Country Offices, on promising pilot initiatives with actionable suggestions for next steps and resource implications. • Finalize the pilot-specific short reports and the consolidated report with inputs from APRO and Country Offices. • Conduct a regional webinar to present key findings and recommendations from the assessments. 						
<p>Duration and working schedule:</p>	<p>The consultancy is expected to take around 45 days over the period of August 1, 2025- December 15, 2025.</p> <p>The total days indicated above represents the maximum number of days anticipated under this consultancy; the consultant is expected to provide a workplan specifying the actual number of days within that limit</p> <table border="1" data-bbox="578 1031 1463 1220"> <thead> <tr> <th>Deliverables</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Satisfactory completion of pilot-specific reports</td> <td>50% of lumpsum amount</td> </tr> <tr> <td>Satisfactory completion of a consolidated report and a regional webinar</td> <td>50% of lumpsum amount</td> </tr> </tbody> </table>	Deliverables	Payment	Satisfactory completion of pilot-specific reports	50% of lumpsum amount	Satisfactory completion of a consolidated report and a regional webinar	50% of lumpsum amount
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<p>Place where services are to be delivered:</p>	<p>Home-based</p>						
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>All work will be submitted electronically. The consultant will incorporate revisions based on feedback before final acceptance.</p>						
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<ul style="list-style-type: none"> • Regular updates and check-ins with the APRO Regional Planning, Monitoring and Evaluation Adviser and APRO Innovation Focal Point • Progress will be tracked through deliverables and milestone achievements. The consultant will maintain a workplan with clear milestones, to be agreed upon at the outset and updated during check-ins. 						
<p>Supervisory arrangements:</p>	<p>The consultant will report to the Regional Planning, Monitoring and Evaluation Advisor, UNFPA Asia Pacific Regional Office and will also work closely with APRO Innovation Focal Point.</p>						

Expected travel:	The assignment is home-based. No travel is expected.
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Minimum Master's degree in public health, political and social sciences, development studies, gender studies or a related field • Minimum 7 years of professional expertise in programme monitoring and evaluation, 3 years of which are on development programmes in areas of UNFPA's mandate. • Experience working with UN agencies, and understanding their operational context, as well as demonstrated experience in analyzing the scalability of development interventions and identifying barriers to scale is an asset. • Strong analytical and writing skills • Strong communication and facilitation skills, with experience in conducting interviews and discussions with diverse stakeholders. • Flexibility, adaptability and ability to manage multiple tasks concurrently. • Fluency in English is required, with excellent written and verbal English skills.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	<ul style="list-style-type: none"> • Access to relevant background documents, contacts for consultations, and UNFPA technical inputs.
Other relevant information or special conditions, if any:	The consultant is expected to work independently while maintaining regular communication/coordination with the UNFPA APRO team and relevant Country Offices.

Candidates should submit the following documents:

- P11
- CV
- Motivation Letter

All the above documents must be sent by e-mail to vac-robangkok@unfpa.org.

The P11 is available on the UNFPA websites at <https://www.unfpa.org/resources/p11-un-personal-history-form>

Please quote the Vacancy number **JID 2506 UNFPA APRO**. **The deadline for application is extended to 14 July 2025 at 17:00 hours, Bangkok time.**

UNFPA will only be able to respond to those applications in whom UNFPA has a further interest.

UNFPA provides a work environment that reflects the values of gender equality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balances gender distribution and therefore encourage women to apply.

Notice: There is no application, processing or other fee at any stage of the application process. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.

Date Issued: 26 June 2025