



We are pleased to announce the following vacancy:

VACANCY NO: VA JID 2508
 CLOSING DATE: The closing date is Monday, 7 July 2025 at 17:00 hours Bangkok time is extended to Monday, 14 July 2025 at 17:00 hours, Bangkok time.
 POST TITLE: Consultant to develop a knowledge product and a learning module on measuring impact of UNFPA's programmes.
 CATEGORY: Individual Consultant contract
 DUTY STATION: This consultancy is homebased, and travel is not required
 DURATION: 30 workdays over the period of 1 August to 15 December 2025

The Terms of Reference of this consultancy is as follows.

Hiring Office:	UNFPA Asia Pacific Regional Office (APRO)
Title:	Improving capacity of Asia and Pacific Country Offices to measure impact
Purpose of consultancy:	<p>The purpose of the consultancy is to assist APRO to develop a knowledge product and a learning module on measuring impact of UNFPA's programmes.</p> <p>Measuring the impact of development programs is vital for decision-making, accountability, communication, resource mobilization and allocation towards achieving UNFPA's Transformative Results. The evidence on impact level results is scarce due to the complexity of development issues, a lack of standardized metrics, the long-term nature of impact, data quality and availability problems, difficulty in comparing contexts, challenges with attribution, and constraints on time and resources.</p> <p>As a result, insufficient investment in impact measurement has limited programs' ability to demonstrate and communicate their overall impact and contribute to the evidence base for programming. This issue is compounded by financial restrictions on conducting large-scale population surveys, historically the main source of impact data for UNFPA country programs. This scarcity of impact-level data can negatively affect organizational efforts to mobilize resources and partners, exacerbating resource shortages. Addressing these challenges is crucial for improving impact measurement practices, leading to more effective interventions and a clearer understanding of contributions to development change.</p> <p>These complexities necessitate exploring diverse approaches and methodologies for impact measurement. This also requires a paradigm shift towards adopting a holistic and strategic perspective in program management and establishing results-based management systems that prioritize impact. Such approaches should be grounded in program theories, employ mixed-method strategies, and foster participatory</p>

	<p>engagement. The module will focus on a mixed-methods approach and explain various methods used in impact measurement. Qualitative methods, such as interviews, focus groups, case studies, and participatory approaches, offer deeper insights into the experiences and perceptions of stakeholders and provide a richer, more nuanced picture of the impact.</p> <p>The module will include a section on how technology can be used to enhance the efficiency and effectiveness of their impact measurement processes. The module will explore adapting impact measurement methods to operate in fast-moving, humanitarian environments as well.</p> <p>Therefore, a consultancy is proposed to develop a knowledge product and a learning module on diverse approaches and tools for impact measurement, and deliver 3 regional webinars, targeting all Country Office Programme/Technical staff.</p>		
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<ul style="list-style-type: none"> ● Conduct a desk review of documents, consultations with APRO and CO colleagues, review existing impact research/evaluations, and develop draft knowledge product on a methodology for impact measurement. ● Support 2 Country Offices conducting impact measurement and document and use these cases to enrich the knowledge product with real-life examples. ● Finalize the knowledge product with feedback from APRO and Country Offices. ● Develop a learning module and deliver it in a series of three webinars. 		
<p>Duration and working schedule:</p>	<p>The consultancy is expected to take around 30 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> <p>The estimated number of working days are as follows:</p> <p>Step 1 (August 2025): Literature review, consultations with APRO and Country Offices with planned/ongoing impact assessments, draft knowledge product (12 days)</p> <p>Step 2 (September – October 2025): Support to at least two Country Offices conducting impact evaluations and finalize the knowledge product with lessons learned from real-life examples (8 days)</p> <p>Step 3 (November – 15 December): Develop a learning module/presentation and deliver 3 regional webinars (5 days)</p> <p>Following the selection process, the individual consultancy contract may be awarded on a lump sum basis based on the number of working days times daily rate and payment can be made as per below schedule:</p> <table border="1" data-bbox="578 1864 1463 1900"> <tr> <td data-bbox="578 1864 1024 1900">Deliverables</td> <td data-bbox="1024 1864 1463 1900">Payment</td> </tr> </table>	Deliverables	Payment
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	<table border="1"> <tr> <td>Satisfactory completion of Steps 1 and 2</td> <td>70% of lumpsum amount</td> </tr> <tr> <td>Satisfactory completion of Step 3</td> <td>30% of lumpsum amount</td> </tr> </table>	Satisfactory completion of Steps 1 and 2	70% of lumpsum amount	Satisfactory completion of Step 3	30% of lumpsum amount
Satisfactory completion of Steps 1 and 2	70% of lumpsum amount				
Satisfactory completion of Step 3	30% of lumpsum amount				
Place where services are to be delivered:	Home-based				
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	All work will be submitted electronically. The consultant will incorporate revisions based on feedback before final acceptance.				
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> Regular updates and check-ins with the APRO Regional Planning, Monitoring and Evaluation Adviser 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. 				
Supervisory arrangements:	The consultant will report to the Regional Planning, Monitoring and Evaluation Advisor, UNFPA Asia Pacific Regional Office and will also work closely with other APRO Technical Advisors and Country Office Programme/Technical staff involved in impact assessments.				
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 10 years of professional expertise monitoring and evaluating programmes, including impact assessments Strong analytical and writing skills Use of innovative technologies in programme M&E and experience of evaluation humanitarian programmes is an asset. Demonstrated leadership to develop and facilitate learning sessions 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 2508 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 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