



Tasks

Conduct desk research on home visiting services and policy context (approx. 3 days)

- ▶ Collect relevant policy and program documents on ECD programs and services; the home visiting program; and the home visiting workforce.
- ▶ Provide a written summary of desk research to ensure the team has a comprehensive understanding of home visiting services in the country.

Conduct in-depth interviews and focus group discussions (approx. 3-5 days)

- ▶ Participate in the development of interview and focus group guides.
- ▶ Conduct interviews and Focus Group Discussions (FGDs) with the stakeholders identified through the mapping process. This would likely include stakeholders at various ministries/departments, NGO/civil society partners, other partners (e.g. CSOs), and frontline workers and supervisors
- ▶ Coordinate and/or schedule meetings with appropriate stakeholders.

Guide the preparation of the Tool Workshop (approx. 3-5 days)

- ▶ Building on key informant interviews and Focus Group Discussions (FGDs), help define the priorities for the pilot workshop.
- ▶ Fill out a subset of the modules using data collected through desk research, stakeholder interviews, and focus groups, as needed. Present the information in a mutually-agreed upon format which will be used to frame the workshop.
- ▶ Assist in the development of the workshop and in the preparation of sessions.
- ▶ Provide logistical support for the planning of the workshop (e.g. help select and secure venues, coordinate participant invitations, advise on translation)

Participate in the execution of the Tool Workshop (approx. 3 days)

- ▶ Act as a session lead, facilitator, moderator, and/or note-taker. Roles and responsibilities to be agreed with selected consultant.
- ▶ Contribute to the drafting of the post-workshop report to be shared with participants.
- ▶ Participate in a workshop de-brief and suggest changes for subsequent efforts (e.g. for the User Guide, tool materials, and workshop structure).

Qualifications

A successful candidate should exhibit the following qualifications:

- ▶ Degree in health, education, psychology, social welfare, public policy or a related field
- ▶ 5+ years' experience supporting implementation or providing technical assistance with NGOs or governments
- ▶ Familiarity with home visiting and/or parenting support programs essential
- ▶ Reside in relevant country
- ▶ Ability to verbally convey complex technical issues to a diverse audience
- ▶ Willingness to work collaboratively as part of a team