

GOK/UNFPA 10TH COUNTRY PROGRAMME
TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS
Title: Humanitarian Database Development Consultant

TERMS OF REFERENCE	
Hiring Office:	Kenya Country Office
Purpose of consultancy:	Develop a comprehensive and secure online humanitarian database, with a corresponding dashboard that is interoperable with other existing databases and is readily available to organizations involved in disaster management at both levels of government and partners in Kenya.
	<p style="text-align: center;">Background</p> <p>One critical factor for effective management of emergencies and disasters is population data. Availability of data on affected populations facilitates the development and implementation of targeted actions that effectively respond to the needs of affected communities. Unfortunately, most times when disasters and emergencies occur, population data is usually not readily available for effective interventions on disaster response and management by relevant stakeholders. Review of relevant policy documents, guidelines, and plans, shows that population data is not adequately integrated into the country's disaster response mechanisms.</p> <p>To overcome the above-mentioned obstacle to disaster response, the government of Kenya through the National Disaster Management unit, the National Council for Population and Development and UNFPA in collaboration with other stakeholders are developing an online database on humanitarian setting that will be accessible to organizations involved in disaster management in the country. This will be in accordance with global and regional frameworks, ICPD25 Kenya Country commitments and Kenya vision 2030 to enhance the availability and accessibility of high-quality population data to planners, policy makers and public on a timely manner for planning, monitoring, evaluation of development and humanitarian programmes.</p> <p>To achieve this, the UNFPA Kenya country office is recruiting a consultant to develop a comprehensive and secure online humanitarian database, with a corresponding dashboard that is interoperable with other existing databases and is readily available to organizations involved in disaster management at both levels of government and partners in Kenya.</p>

Scope of work: (Description of services, activities, or outputs)	<p>The consultant is expected to:</p> <ol style="list-style-type: none"> 1. Design a central database with a data functionality system that ensures seamless integration of new database to the existing data. 2. Work with humanitarian and government data contributors and data consumers to identify areas of opportunities for data integration. 3. Familiarize with existing databases and systems; Check that data and metadata produced and provided by different agencies meet accuracy, consistency, and comparability requirements. 4. The consultant/firm shall make timely presentations of the database to the technical working group during the development process so that the final product is acceptable to technical working group 5. The consultant/firm shall install the database and provide training with demonstration on the functionality of the database to the technical working group for final approval.
Duration and working schedule:	The consultants will work for 20 days.
Place where services are to be delivered:	The consultant will be based in the Nairobi and will be required to attend meetings as may be requested.
Delivery dates and how work will be delivered (e.g. electronic, hard copy)	<ol style="list-style-type: none"> 1. Inception report. 2. Draft database 3. Final database <ul style="list-style-type: none"> • An interactive user-friendly online database The database should have the following capabilities: <ul style="list-style-type: none"> ○ A secure humanitarian database system with access level controls ○ Reporting and analysis modules with manipulation and retrieval capabilities ○ User friendly navigation ○ Data integration with other databases / Interoperable database 4. A manual s for the operationalization of the online database in humanitarian setting (hardcopy and digital formats) 5. Train administrators on database utilization and management
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The consultants will work closely with the UNFPA and NCPD technical team with regular check-in by the Population Data Specialist UNFPA.
Supervisory arrangements :	The consultants will work under the direct supervision of Population Data Specialist UNFPA.
Expected travel:	No travel expected.

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<ol style="list-style-type: none"> 1. Masters in either Computer Science or Information Technology or GIS or Software Engineering from a recognized institution. 2. At least 10 years' experience in undertaking a similar assignment in database development or web applications 3. Experience in working with population data systems. 4. Experience in database management platforms and programming languages including Hadoop and MapReduce (or other similar systems), HTML and Java among others. 5. Experience working with a multidisciplinary team of experts.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<ol style="list-style-type: none"> 1. List of Indicators. 2. Data sheets
<p>Other relevant information or special conditions, if any:</p>	<p>The consultant shall sign a non-disclosure agreement and maintain strict confidentiality on any information accessed from partner organizations. This condition shall apply even after the end of the contract</p> <p>The consultant will be remunerated in accordance with UNFPA policies and procedures.</p> <p>The COA to be charge is;</p> <p style="padding-left: 40px;">Fund Code: FPA90 Project Code: KEN10DAT Activity Code: DATABASE-HUMAN IP Code: PU0074</p>
<p>UNFPA Work Environment:</p> <p>UNFPA provides a work environment that reflects the values of gender equality, diversity, integrity and healthy work-life balance. We are committed to ensuring gender parity in the organization and therefore encourage women to apply. Individuals from the LGBTQIA+ community, minority ethnic groups, indigenous populations, persons with disabilities, and other underrepresented groups are highly encouraged to apply. UNFPA promotes equal opportunities in terms of appointment, training, compensation and selection for all regardless of personal characteristics and dimensions of diversity. Diversity, Equity and Inclusion is at the heart of UNFPA workforce</p>	