

This consultancy should be concluded within 15 working days in the period from **15 March to 15 May 2010**, at which time extension of the contract may be considered based on performance and emergent need for continuation.

Qualifications / Experience

- At least five years of substantive experience on HIV issues in developing countries, particularly in EE/CIS countries;
- Demonstrated experience in policy and/or programming in the field of sexual diversity and HIV required, community mobilization experience a plus;
- Excellent communication and coordination skills
- Fluency in the Russian language is required
- Working level in the English language is highly desired
- Ability to meet deadlines is essential
- **Annex 1: UNAIDS Technical Support Division of Labor**

Annex 3: Establishment of an Institutional Framework for Joint Teams

UNAIDS Technical Support Division of Labour
Summary & Rationale

Technical support areas	Lead Organizations	Main Partners
1. STRATEGIC PLANNING, GOVERNANCE AND FINANCIAL MANAGEMENT		
HIV/AIDS, development, governance and mainstreaming, including instruments such as PRSPs, and enabling legislation, human rights and gender	UNDP	ILO, UNAIDS Secretariat, UNESCO, UNICEF, WHO, World Bank, UNFPA, UNHCR
Support to strategic, prioritized and costed national plans; financial management; human resources; capacity and infrastructure development; impact alleviation and sectoral work	World Bank	ILO, UNAIDS Secretariat, UNDP, UNESCO, UNICEF, WHO
Procurement and supply management, including training	UNICEF	UNDP, UNFPA, WHO, World Bank
HIV/AIDS workplace policy and programmes, private-sector mobilization	ILO	UNESCO, UNDP
2. SCALING UP INTERVENTIONS		
<i>Prevention</i>		
Prevention of HIV transmission in healthcare settings, blood safety, counselling and testing, sexually-transmitted infection diagnosis and treatment, and linkage of HIV prevention with AIDS treatment services	WHO	UNICEF, UNFPA, ILO
Provision of information and education, condom programming, prevention for young people outside schools and prevention efforts targeting vulnerable groups (except injecting drug users, prisoners and refugee populations)	UNFPA	ILO, UNAIDS Secretariat, UNESCO, UNICEF, UNODC, WHO
Prevention of mother-to-child transmission (PMTCT)	UNICEF, WHO	UNFPA, WFP
Prevention for young people in education institutions	UNESCO	ILO, UNFPA, UNICEF, WHO, WFP
Prevention of transmission of HIV among injecting drug users and in prisons	UNODC	UNDP, UNICEF, WHO, ILO
Overall policy, monitoring and coordination on prevention	UNAIDS Secretariat	All Cosponsors
<i>Treatment, care and support</i>		
Antiretroviral treatment and monitoring, prophylaxis and treatment for opportunistic infections (adults and children)	WHO	UNICEF
Care and support for people living with HIV, orphans and vulnerable children, and affected households.	UNICEF	WFP, WHO, ILO
Dietary/nutrition support	WFP	UNESCO, UNICEF, WHO
<i>Addressing HIV in emergency, reconstruction and security settings</i>		
Strengthening HIV/AIDS response in context of security, uniformed services and humanitarian crises	UNAIDS Secretariat	UNHCR, UNICEF, WFP, WHO, UNFPA
Addressing HIV among displaced populations (refugees and IDPs)	UNHCR	UNESCO, UNFPA, UNICEF, WFP, WHO, UNDP
3. MONITORING AND EVALUATION, STRATEGIC INFORMATION, KNOWLEDGE SHARING AND ACCOUNTABILITY		
Strategic information, knowledge sharing and accountability, coordination of national efforts, partnership building, advocacy, and monitoring and evaluation, including estimation of national prevalence and projection of demographic impact	UNAIDS Secretariat	ILO, UNDP, UNESCO, UNFPA, UNHCR, UNICEF, UNODC, WFP, WHO, World Bank
Establishment and implementation of surveillance for HIV, through sentinel/population-based surveys	WHO	UNAIDS Secretariat

Annex 4 - Establishment of an Institutional Framework for Joint Teams

PART I

Establishment of an Institutional Framework for Joint Teams

<p style="text-align: center;">The Resident Coordinator*</p> <ul style="list-style-type: none"> • Ensures formation of the AIDS Team. • Builds consensus on the final results matrix on AIDS that will appear in the UN Development Assistance Framework. • Provides overall UN leadership, advocacy and guidance on AIDS, and represents the UN system to head of state; ensures that AIDS remains high on national agendas. • Ensures that Heads of Agencies are accountable for agency contributions towards the joint programme deliverables. • Intervenes as needed to resolve impediments and make decisions in the interest of AIDS Team effectiveness (involving Regional Directors Team as necessary.) • Reports on the performance, functioning and workplan of the AIDS Team as part of the Resident Coordinator annual report. <p><i>* The Resident Coordinator may choose to delegate certain responsibilities to the HIV/AIDS Theme Group Chair.</i></p>	<p style="text-align: center;">Heads of UN Agencies (HoA)</p> <ul style="list-style-type: none"> • Officially designates participation of staff members on the AIDS Team. • May revise job descriptions (where necessary) to reflect participation in the Team as a key responsibility. • Works with the Resident Coordinator and UNAIDS Country Coordinator to determine appropriate performance evaluation mechanisms, incentives and sanctions for AIDS Team members. • Accepts overall accountability for annual deliverables of that agency as agreed upon by the Team, including resource mobilization at the agency level. • One agency head will also be appointed as Theme Group Chair, to facilitate meeting and decision-making among the group. • As members of UN Country Team and HIV/AIDS Theme Group, contribute to overall policy and programmatic guidance of AIDS Team members, and participate in approving the programme of support and annual workplans.
<p style="text-align: center;">The UNAIDS Country Coordinator¹²</p> <ul style="list-style-type: none"> • As convenor and facilitator of the AIDS Team, ensures its effective functioning by convening meetings, synthesizing and disseminating information, and strategically planning and advocating the AIDS Team's collective response. • As a full member of the UN Country Team and an integral part of the Resident Coordinator system, provides policy and technical advice as well as advocates for and mobilizes effective action on HIV/AIDS by cosponsors and agencies. • Ensures that the AIDS Team's annual work plan is implemented. • Identifies impediments to achievement of annual deliverables, and informs the Resident Coordinator when intervention is necessary. • Provides regular implementation reports to the HIV/AIDS Theme Group, and ensures that their policy directives are carried out. • Ensures appropriate financial management for operation of the AIDS Team. • Represents the UNAIDS and the AIDS Team to external partners as needed, and consistent with the representation guidelines in paragraph 14. • Carries out other functions, as designated by the Resident Coordinator or HIV/AIDS Theme Group Chair. 	<p style="text-align: center;">Individual team member</p> <ul style="list-style-type: none"> • Contributes to the development, implementation and monitoring of the HIV/AIDS Programme of Support. • Attends all AIDS Team meetings and follows-up on action points. • Provides technical advice to UNAIDS Country Coordinator/UN Theme Group/government/individual agencies on their area of expertise. • Keeps their Head of Agency informed of AIDS Team activities. • Represents the AIDS Team in various government-led technical working groups, committees or forums, as requested by UNAIDS Country Coordinator based on division of labour, presence and capacity.

¹² These roles and responsibilities are only those that directly concern the UNAIDS Country Coordinator's position within the AIDS Team, and do not reflect or supersede the core terms of reference of UNAIDS Country Coordinators, which involves facilitating the core functions of the UNAIDS Secretariat: leadership and advocacy, strategic information; tracking, monitoring and evaluation; civil society engagement and partnership development, and mobilization of resources.

