Agreement for Performance of Work

Terms of Reference

This Agreement for Performance of Work (APW) is requested by:

Initiator:	Nigel Rollins	Reg.#:	
Unit:	MRD	Cluster / Dpt.:	FWC/MCA

1. *Purpose of the APW

The purpose of the Agreement for Performance of Work is to support the Department of Maternal, Newborn, Child and Adolescent Health (MCA) to design, implement and monitor inter-related research activities to generate and synthesize evidence to inform national policies and programmes to increase optimal breastfeeding practices. These activities are funded through a Grant Agreement with the Bill & Melinda Gates Foundation entitled "***Evidence to increase optimal breastfeeding practices: mobilizing the findings and recommendations of the Lancet Breastfeeding Series***".

In brief, the consultant will, over the period January 2018 to June 2020, support WHO technical staff to:

- Engage with and provide technical support to research partners in countries to design, implement and report findings of the research activities as outlined in the proposal "***Evidence to increase optimal breastfeeding practices: mobilizing the findings and recommendations of the Lancet Breastfeeding Series***";
- Coordinate and track research activities in order to maintain expected progress and timelines. This will require travel to a number of study sites ;
- Assist WHO technical staff with administrative tasks e.g. preparation of funding contracts and annual renewal of funding contracts in support of the research activities;
- Serve as managing editor of a journal supplement summarizing the most current scientific developments on the immunological and neurodevelopmental effects of breast milk and breastfeeding.

2. *Background

Strengthening the evidence base to mobilize commitment and investment to protect, promote and support breastfeeding is a priority for the World Health Organization (WHO). Increasing rates of exclusive breastfeeding from 0-5 months to at least 50% by 2025 is one of the six global nutrition targets endorsed by the World Health Assembly in 2012. In 2016, the Lancet Breastfeeding Series identified specific gaps in global datasets of national breastfeeding patterns and trends; highlighted the growth in sales of breast milk substitutes (BMS) and the influence on breastfeeding practices; pointed to the emerging science that explains the effects of breastfeeding on the health and development of infants, children and mothers; noted the impact of women's decisions to return to work and the lack of enabling environments to support continued breastfeeding; and, the ecological and climate consequences of producing BMS.

WHO proposes five areas of work that build on the findings and recommendations of the Lancet Breastfeeding Series with the aim of improving infant and young child feeding practices. These are:

i. Curating national level data on breastfeeding practices including sub-national variations associated with demographic, socio-economic, occupational and cultural characteristics as well as data on policy adoption and coverage;

ii. Examining the relationships between country and regional sales of BMS and breastfeeding practices. This will include three specific activities. First, correlating BMS sales and volumes distributed in select countries with breastfeeding practices and trends over time. Second, a multi-country, multi-regional study examining how women and mothers decide on infant feeding practices using a consumer and market methodology and analysis framework. Third, an analysis of published BMS advertisements and communication approaches using standard behaviour change theory frameworks and other systematic reviews;

iii. Summarizing the most current scientific developments on the immunological and neurodevelopmental effects of breast milk and breastfeeding;
iv. Generating ideas and testing approaches for supporting breastfeeding mothers engaged in the informal work sector; and
v. Further describing and estimating the economic and ecological costs associated with infant feeding alternatives.

As part of the above work, WHO will engage Ministries of Health in a number of countries to mobilize and support actions to improve the environment within which mothers may practice exclusive and continued breastfeeding. In this way, we will increase the potential impact of research to improve breastfeeding rates as recommended by WHO. WHO will also coordinate interactions between the respective project teams and the Global Breastfeeding Collective to develop communication packages that can be used by advocates and policy makers in outreach initiatives and programmatic interventions to reach non-technical end users.

3. *Planned timelines (subject to confirmation)

Start date: 01/01/2018 End date: 30/06/2020

Total duration: 30 months

4. *Requirements – Planning and Work to be performed

(Timelines for each of the objectives to be determined once the consultant is appointed)

Objective 1: To manage the process and establish Agreements for Performance of Work and Technical Service Agreements with research partners for respective activities

Output 1.1: Research partners selected

Output 1.2: Agreements for Performance of Work and Technical Service Agreements with research partners

Objective 2: Develop monitoring framework for tracking progress of research activities

Output 2.1: Monitoring framework for tracking progress of research activities

Output 2.2: Monthly progress summaries of research activities

Objective 3: Coordinate communications between MCA technical unit and respective research teams and WHO country/regional offices as required

Output 3.1: Log of communications with research teams and WHO offices (include with monthly reports)

Output 3.2: Meetings convened (as per grant award) to coordinate research activities

Objective 4: Support (with the MCA technical officer) research teams to implement research activities and analyse/report findings. This will include travel to support and monitor research sites.

Output 4.1: Final research protocols including study tools

Output 4.2: Ethics approvals from local and WHO ethics research committees

Output 4.3: Site visit reports

Output 4.4: Additional technical support provided as required

Objective 5: Coordinate and support special journal supplement on scientific advances and breastfeeding

Output 5.1: Authors (of manuscripts for journal supplement) identified

Output 5.2: Agreement/contract with Journal established (journal still to be identified)

Output 5.3: Draft manuscripts ready for submission to journal

Output 5.4: Journal supplement published

5. Inputs

It is the responsibility of the respective research teams to deliver on the specific research outcomes. However, the consultant will be responsible for supporting the MCA technical unit to establishing, monitoring and providing technical support as required.

6. *Activity Coordination & Reporting

Technical Officer:	**Nigel Rollins, Medical officer, Department of Maternal, Newborn, Child and Adolescent Health (MCA), Medical Research and Development (MRD)**	**Email:**	**rollinsn@who.int**
For the purpose of:	Technical supervision and instructions - Reporting		
Administrative Officer:	**Tania Teninge, Administrative assistant, Department of Maternal, Newborn, Child and Adolescent Health (MCA), Medical Research and Development (MRD)**	**Email:**	**teninget@who.int**
For the purpose of:	Contractual and financial management of the contract		

7. *Characteristics of the Provider

The consultant must have:

- Higher level degree in public health;
- At least 5 years' experience in practicing public health, preferably international public health
- Proven editing and writing skills
- Proven project management skills including monitoring and evaluation
- Experience of working cross-culturally
- Fluent English language writing and speaking

Additional preferred characteristics:

- Medical undergraduate degree
- Experience or additional qualifications in tropical or international health
- Experience in translating evidence and knowledge into policy and practice
- Additional spoken language e.g. French and/or Spanish

8. *Place of assignment

The consultant should be located in, or close to Geneva in order to facilitate regular meetings with the technical department. Travel to several countries will be required.