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TO END THE TUBERCULOSIS EPIDEMIC

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Terms of References for Individual Consultant

Lead Consultant in a group of consultants which will develop Online course based on the Standardized package of community-based support services to improve TB outcomes

Date: 1 December, 2021

About TB Europe Coalition (TBEC)

Established in 2009, TBEC is a regional advocacy network of civil society organizations and individuals from across the World Health Organization (WHO) Europe region, comprising Western and Eastern Europe, Caucasus and Central Asia. The network aims to strengthen the role of civil society within the regional response to TB, and ensure political and financial commitments to end TB. Currently TBEC has more than 200 members from more than 30 countries in the region. In 2017, TBEC was registered as a legal entity in the Netherlands to step up its regional and national advocacy, capacity building and support to country-led TB advocacy initiatives. The TBEC Secretariat is located in Kyiv and responsible for the coordination, communication, administration, programmatic and policy management of the network.

Background information on the project:

1) Supported by USAID and the Global Fund Strategic Initiative to find the Missing People with TB, the Challenge Facility for Civil Society (CFCS) is the Stop TB Partnership grant mechanism for TB affected community and civil society grassroots organizations to transform the TB response so that it promotes and protects human rights and gender equality. Strengthening community and civil society responses is an ethical and programmatic imperative in this pursuit.

On 23 April 2021, the Stop TB Partnership launched the Challenge Facility for Civil Society Round 10 funding. The call for proposals, in alignment with the United Nations Political Declaration on TB and the Global Plan to End TB, is to augment and embed community, rights and gender (CRG) in the TB response for an equitable TB response.

Aim is to enhance civil society and TB affected community coordination and capacity to strategically contribute to UNHLM on TB accountability efforts and meet its targets. Address dimensions of meaningful engagement of civil society and TB affected community in TB response by building capacity as part of a long-term perspective that aims to build communities ready to take action.

Objectives

Objective 1: To boost and streamline advocacy efforts of civil society and affected communities in EECA for a multisectoral right-based, gender-sensitive and people-centered response to TB in the time of COVID-19 pandemic.

Objective 2: To strengthen the capacity and advocacy potential of civil society and TB-affected communities in high burden TB countries to engage in UNHLM advocacy efforts.

Objective 3: To contribute to the implementation of the effective advocacy and communication campaigns, in coordination and collaboration with WHO Europe and consultations with Stop TB Partnership, to increase UN HLM 2022 accountability efforts.

2) After three years of successful implementation of the multi-partner Tuberculosis Regional Eastern European and Central Asian Project (TB-REP), all the 11 countries from the EECA Region are moving forward, advancing from the new model of care towards Improving DR-TB early detection and treatment outcomes within TB-REP 2.0 project. TB-REP 2.0 will be implemented during 2019-2021, consolidating the achievements and addressing the challenges of the TB-REP project.

The overall goal of the program is to foster timely TB case detection and improved treatment outcomes in patients with special emphasis on drug-resistant TB, through meaningful involvement of communities and civil society and integrated people-centered TB care delivery systems able to address the needs of key and vulnerable populations.

The project is implemented with the financial support of the Global Fund to Fight AIDS, Tuberculosis and Malaria in the countries of Eastern Europe and Central Asia (EECA).

Partners involved in this project's implementation are: Center for Health Policies and Studies (PAS Center) - Principal Recipient, WHO Regional Office for Europe, TBEC, TB People, Global TB Caucus (GTBC). Within the program implementation TBEC is responsible for strengthening advocacy and the operational role of civil society.

Continuous technical assistance will be provided to countries to catalyze advocacy efforts, assess partnerships and advocacy strategies for civil society organizations (CSOs) and regional stakeholders, as well as forge partnerships with the national TB caucuses.

In the framework of the second year of the TB-REP2.0 project, there was planned to organize a regional meeting aimed at capacity building of CSO and communities' representatives in the field of TB from EECA countries. The basis of the program would be the presentation of tools and documents developed during the

first year of the project, including but not limited topics of budget advocacy, social contracting, standardized package of TB community-based services, as well as key global and regional developments.

But due to the situation with the pandemic of COVID-19, as well as the urgent need to change the format of the regional meeting, it was decided to conduct an online course and, accordingly, competitive selection for this consultancy activity.

The aim of the existing assignment is to strengthen the advocacy and operational capacity of civil society organizations (hereinafter CSOs) to maximize their efforts within End TB Strategy and accelerate collaboration between civil society, governmental and other stakeholders for reaching Sustainable Development Goal 3 to put an end to the epidemic of TB.

Capacity-building approach will be based on the tools developed by TBEC within the TB-REP 2.0 project, and considering the broader context of the global and regional developments, such as Universal Health Coverage framework, UN Common Position Paper on ending HIV, TB and viral hepatitis in Eastern Europe and Central Asia through intersectoral collaboration, and as well Multisectoral Accountability Framework (MAF) - and MAF-TB checklist, Global Fund strategic priorities and existing allocation mechanisms, including community, rights, and gender approaches in order to deliver rights-based people-centered TB care. The tools, developed within TB-REP 2.0 project include mainly analytical briefs, policy and methodology guidelines, and are aligned but not limited to existing MAF tools, CRG assessment tools, or existing tools and approaches to run budget advocacy with an aim to allocate state funds to people-

centered TB services. For the purpose of the assignment, tools will be transformed into interactive educational sessions, combining visual, analytical, and reflective methods of work.

The objective of the assignment:

To design the online course with the team of consultants. The team of consultants who will work on the development of this online course will consist of a Lead consultant, an Assistant consultant, design and/or video editing provider, and lecturers who will present video lectures/interactive presentations upon designated topics.

The Online course will consist of 12 online modules. The general length of each module should be not less than 20 and not more than 40 minutes (including videos, lectures, presentations, case studies). Total duration of the entire online course: 6-8 hours. At the end of each online module, participants have to pass online test and get a certificate.

Lead consultant is responsible for the Online course architecture (structure) and general course supervision and facilitation.

To ensure compatibility with eLearning management systems, the online course must be SCORM compliant.

List of topics for 12 modules based on the Standardized package of community-based support services and will include (the final topics should be agreed with TBEC):

1. Awareness raising, risk communication, community engagement and mobilization (1.1.1)
2. Counselling of individuals at risk of TB (1.2.1)
3. Nonclinical management of latent TB (1.3.1)
4. Support for active case finding (2.1.1)
5. Supported treatment observation (3.1.1)
6. Managing loss to follow-up and preventing treatment interruption (3.1.2)
7. Individual needs assessment (4.1.1)
8. Mental health and psychological counselling and support (4.1.2)
9. TB case management (4.1.3)
10. Material support (4.1.4)
11. Health education and counselling (4.1.5)
12. Post-treatment social support and/or rehabilitation (4.2.1)

The target audience for the course:

1. Employees of CSOs participating in the preparation and implementation of social contracts for the provision of services in the framework of providing TB care to the population (required course)
2. Representatives of TB-affected communities.
3. Other specialists.

The scope of work:

- Assistance and advice on what additional functions are needed for the interactive learning platform to place on online course;

- Feedback for each presentation and materials;
- Preparation of the course specification and detailed outline for each module, including feedback for each presentation and support to the lecturers on development and launching of online modules, supervision of the module development;
- Preparation of the logic (structure) and give feedback on the methodology for the homework readings, quizzes, and design of the pre and post-course testing systems and final online course students and teacher’s assessment form.
- Development of the competency framework for the online course.
- Oversight on the course development and supervising course preparation in all stages (develop and track schedule checklists).
- On-job assistance to the lecturers involved in the online course development process: guidance tools/learning library and resource toolkit, facilitators note, etc.
- Feedback on the design of the certificate template.
- Participation in the development of one of the online course modules.

Expected outcomes:

The Lead consultant will provide the following deliverables, in English or in Russian, to TBEC:

Deliverables	Timeline	Payment upon completion
Detailed course outline and finalized specification, structure/methodology of the online course.	December 2021	40%
The online course developed and placed on the eLearning Platform	July 2022	40%
Final report, which includes analysis of the post-course knowledge evaluation of students and assessment of online course	September 2022	20%

Duration of the assignment:

- The work is expected to start after signature of the specific agreement for individual consultancy services.
- The duration of agreement is December 2021 – September 2022.
- The Consultant will be responsible for the payment of taxes according to the laws of his (her) country of residence.
- Remuneration will be paid in US Dollars, so consultant shall have a USD bank account

Qualification requirements:

The Lead Consultant should meet the following qualifications:

Experience/Knowledge

- Bachelor or Master’s Degree in Public health, Social Work or Social or Political science;
- At least 5 years working experience in the field of TB and or assistance/social support to TB affected populations;
- Experience in developing an online and/or distance-learning courses for the post-graduate education and/or on-job training system;

- Demonstrated results developing course content for online and distance learning, including the production of online learning tasks and assessment tools and supporting the production of video content and open educational resources;
- At least 5 years' experience in conducting training and learning sessions for the adults and specialists in the field of TB, including knowledge of existing policy regulation and up to dates WHO and STOP TB Partnership guidelines;
- Has at least 3 years of management experience in leading team of consultants and professionals working on developing the education and/or training courses or any other informational digital product: good skills of planning, reporting and work organization;
- At least two years of working experience through a combination of employment and/or consulting, preferably with a focus on policies and/or capacity development of CSOs/communities or government's officials;
- Knowledge of theories of management and practical application in the workplace at least 3 or more years: project supervision from the start to full completion;
- Experience providing consultancy services under regional projects is an asset.
- Experience working within the TBEC assignments is an advantage.

Competencies:

- Focuses on achieving results;
- Good skills of public speaking and art of presentation delivery;
- Sets priorities, produces quality outputs, meets deadlines and manages time efficiently;
- Works toward creative solutions by analyzing problems carefully and logically;
- Has a dynamic, positive and adaptive attitude towards work-related challenges, bringing innovative and effective solutions to them;
- Understanding of managing IT and communication (including education platforms) as a strategic resource;
- Leads and supports team decisions;
- Facilitates meetings effectively and efficiently;
- Writes and presents clearly and convincingly;
- Ability to shares knowledge and to provide support to others when request advice or help;
- Cultural-sensitive communication skills;
- Ability to work independently and respond to feedback in a timely and professional manner;
- Proven ability to meet deadlines.

Languages

- Knowledge of English and Russian is required.