**VACANCY ANNOUNCEMENT – Consultancy service, UNAIDS**

**Agency:**

United Nations Programme on HIV and AIDS (UNAIDS)

**Duty Station:**

Moscow, Russian Federation

**Type:**

Consultancy

**Deadline: 12 October 2017**

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| **PROJECT** | **UNAIDS REPORT “30 years of HIV epidemic in Eastern Europe and Central Asia” 2017** |
| **DURATION** | **Up to 20 days between 17 October and 17 November, 2017** |
| **TERMS OF REFERENCE** | **Scientific Writing Services** |
| **Contractor** | **UNAIDS RST for Eastern Europe and Central Asia**  |

**BACKGROUND**

The UNAIDS report on the “30 years of HIV epidemic in Eastern Europe and Central Asia” (the Regional Report) provides an 30-year history of the HIV epidemic and response, including milestones, lessons learnt and best practices (projects, organizations, people) with key messages to all stakeholders on fast –track the HIV epidemic in the Eastern Europe and Central Asia region (EECA). This report will also contain data on a core set of Global AIDS Monitoring (GAM) indicators that are based on the UN General Assembly’s 2016 Political Declaration on Ending AIDS and narrative on challenges faced by the region in HIV response.

This report will serve as a baseline for many of the 2020 milestones and commitments in the 2016 Political Declaration, with an eye towards the Agenda 2030 target to end AIDS in Eastern Europe and Central Asia.

**Process**

The activity will be implemented under the overall leadership and direction of the UNAIDS Regional Director for Eastern Europe and Central Asia, who will also oversee the development of the report. Under the RST Director guidance there will be a Technical Group composed of Regional Programme Advisers (technical leads and data leads) for each chapter and the individuals tasked with writing and production.

**OBJECTIVES**

Under the guidance of the Communication Adviser of the Regional Support Team for Eastern Europe and Central Asia the consultant-writer will produce first and second drafts of the introduction, chapters on history of HIV epidemic in the EECA region, 30 lessons learnt on different topics, such as key populations, treatment, testing, financing, technology, cooperation, human rights, fast track cities, and opinion leaders and HIV), country profiles, and conclusion using source material provided by the Regional Support Team Programme Advisers. The writer may also need to identify and gather additional source material. Data tables and the annex on methods will be produced by the Strategic Information Adviser.

**DELIVERABLES AND DURATION**

Based on the description above, the writer will:

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| **Deliverable** | **Estimated number of working days** | **Timeframe** |
| Write first drafts of the introduction (approx. 2,000 words), 30 lessons learnt chapters (1,000-5,000 words each), country profiles and conclusion (approximately 1,500 words). | 10 days | 17-30 Oct 2017 |
| Incorporate comments from technical and data leads into second, publishable drafts. | 5 days | 02-08 Nov 2017 |
| Finalize the document based on RST Director clearance | 5 days | 10-17 Nov 2017 |
| ***Total working days*** | ***20 days*** |  |

**CONSULTANT’S PROFILE**

A Russian and English-language writer with deep experience in writing technical documents and reader-friendly advocacy material on the regional or country HIV response, including case studies of HIV-related interventions (both clinical and community-based), surveillance, programme monitoring and evaluation, human rights issues, the enabling environment and resource tracking. Experience in writing UN publications is desirable.

**REPORTING REQUIREMENTS AND PERFORMANCE MONITORING**

Initial teleconferences; draft deliverables; revisions in response to comments on draft reports, final deliverables.

The contractual partner will provide a financial statement of the work undertaken at the end of the contract.

**PAYMENT SCHEDULE**

·         50%                     upon receipt of the countersigned copy of the APW

·         BALANCE          upon satisfactory completion of the work and invoice