
TERMS OF REFERENCE

Social Development Specialist

Khyber Pakhtunkhwa Human Capital Investment Project (KP-HCIP)

Government of Khyber Pakhtunkhwa

Background

The Khyber Pakhtunkhwa Human Capital Investment Project (KPHCIP) was approved by the World Bank Board in July 2020 and became effective in March 2021. The project is designed to support the Government of Khyber Pakhtunkhwa in Human Capital Investments in the Education & Health Sector and aims to improve investments in people for greater equity and economic growth.

The Project includes three components:

- Component 1. Improving Delivery of Quality Primary Health Care Services
- Component 2: Improving Availability and Quality of Education Services
- Component 3: Strengthening Community Engagement and Accountability

The project activities include improving the delivery of primary health care in selected Districts comprising mainly of primary care facilities (*Component 1*) and, rehabilitation of selected primary schools to middle schools and middle schools to high schools (*Component 2*). The project plans to provide drinking water, sanitation, and hygiene facilities in schools where this is absent and rehabilitate them where they are non-functional. *Component 3* of the Project will support community engagement and accountability.

Project Development Objective

The objective of the Project is to improve the availability, utilization, and quality of primary healthcare services and elementary education services in Selected Districts of Khyber Pakhtunkhwa.

Structure and Staffing of the PMU

The Department of Health will be responsible for the overall implementation of Component 1 and several activities under Component 3. Elementary & Secondary Education Department will support the implementation of Component 2 and relevant activities under component 3. The Government of Khyber Pakhtunkhwa will establish two Project Management Units (PMUs) i.e in the Elementary & Secondary Education Department and Health Department respectively. The PMUs will be led by respective Project Directors and will be assisted by qualified professionals in core project management functions such as the education specialist, health specialist, environmental specialist, social development specialist, gender specialist, procurement, financial management, and monitoring and evaluation specialists etc.

The Social Development Specialist will provide support to both the PMUs in Health as well as Elementary and Secondary Education Departments, will provide oversight to ensure that KPHCIP interventions are community and child friendly, and will report on the project social development-related risks and activities to the concerned PDs. The Social Development Specialist will be based 50% of the time in each PMU or as determined by the respective PDs based on the need and workload of the respective components.

Scope of Work

The Social Development Specialist will assist and advise the Project Directors in carrying out project-related functions in accordance with Project Appraisal Document (PAD), Environment and Social Management Framework (ESMF), Resettlement Policy Framework (RPF), & PC-1.¹

Social impacts are primarily expected from the upgradation and rehabilitation works of education and health facilities though these will mainly be within existing facility boundaries. In some cases, these upgradations may entail small-scale land acquisition. Such land acquisition may only be allowed by the project if the impacts are small-scale and localized. Two Grievance Redress Mechanisms (GRMs), one for each implementing agency, have been proposed in the ESMF. The GRMs will provide an avenue to project stakeholders to raise and resolve grievances related to the project including those related to Gender-based Violence (GBV) and Violence Against Children (VAC).

Specifically, his/her duties and responsibilities will include the following:

- i. **Social Screening:** conduct social risk and impact screening of all identified and selected subprojects subject to social (including resettlement) impact screening requirements. Coordinate with the PMU for review and endorsement of the screening decisions and recommendations.
- ii. **Safeguards Instruments:** Prepare, review and clear relevant safeguards documents and instruments required under the Resettlement Policy Framework; guide the preparation of Resettlement Action Plans when needed.
- iii. **Voluntary Land Donation (VLD):** Ensure land donation for sub-projects is undertaken following a truly voluntary process, based on informed decision-making by all parties, and managed by the SMPs. Ensure all VLD documentation maintained by PMU is up to date and accurate.
- iv. **Citizen Engagement:** Assist in setting up and designing project-level Citizen Engagement processes to promote participation, strengthen local capacity to engage in monitoring, and establish robust mechanisms to collect, analyze, and respond to citizen feedback.
- v. **Grievance Redress Mechanism:** Establish a multi-tier Project GRM in accordance with requirements stated in the ESMF/RPF and Project Operations Manual. Assist in the functioning and reporting of the GRM in coordination with relevant PMUs
- vi. **Monitoring:** Monitor the implementation of VLD agreements, RAPs, and other related social documents prepared under the purview of OP 4.01 and OP 4.12;
- vii. **Reporting:** Prepare quarterly Social progress reports, semi-annual progress report(s), and other related reports as assigned by the PD.
- viii. **Capacity building:** Conducting training and awareness programs based on the ESMF/RPF; Perform any other duties and tasks assigned by the PD as per project requirements.
- ix. **Ensure consistency of social documents** and procedures with national and international guidelines such as WHO's COVID-19 and Infection Prevention and Control guidelines and recommendations.
- x. **Provide overall policy and technical direction** for the management of social risks and impacts under the Environmental and Social Management Framework (ESMF and other such instruments prepared under the Project)
- xi. Work on the tasks outlined below in collaboration with the project's Environment

¹ Project documents are available at <https://projects.worldbank.org/en/projects-operations/project-detail/P166309>

Specialist, Procurement Specialists, and other technical teams

Qualifications and Experience

- Master's Degree or equivalent in Social Sciences/development studies or other related fields, e.g., Anthropology, Sociology, Economics, Development or Human Geography, or related field.
- At least 7 years of experience after acquiring the required qualification, in community engagement, planning, implementation and management of resettlement activities, and complaints resolution/grievance redress management. Experience in the preparation of, or assisting in the preparation of, at least 3 resettlement plans for infrastructure projects.
- Field experience working on community-driven development operations with components.
- Experience with donor-funded projects and prior implementation of donor's safeguards policies, including on World Bank-financed operations, is an advantage
- Working on public sector projects is an advantage.
- Written and oral fluency in English and Urdu is required. Proficiency in Pushto shall be an advantage.
- Demonstrated Computer Skill (Proficiency in using computer desktop application MS Office (Word, Excel, and PowerPoint).

Resources and Facilities

The Social Development Specialist works closely with all PMU staff in performing the foregoing tasks. In this respect, the candidate should exhibit strong communication skills equipped with a high level of public relations skills.

Reporting requirements

The Social Development Specialist will work in Education PMU to perform the assigned tasks and will report to the Project Directors/ PMUs.

Duration of services

The duration of the contract will be one year, extendable till project completion upon satisfactory performance.

Selection Process

An individual consultant will be selected on a competitive basis in accordance with "World Bank: Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services" July 2016 (Revised November 2017 & August 2020).