



Terms of Reference

Consultant- Immunisation qualitative synthesis

3ie, New Delhi

1. Background

The [International Initiative for Impact Evaluation \(3ie\)](#) promotes evidence-informed equitable, inclusive and sustainable development. We support the generation and effective use of high-quality evidence to inform decision-making and improve the lives of people living in poverty in low- and middle-income countries. We provide guidance and support to produce, synthesise and assure the quality of evidence of what works, for whom, how, why and at what cost. 3ie is registered as a non-governmental organisation in the United States of America. It has offices in New Delhi, London and Washington, DC.

3ie has commissioned evaluations to understand the role of community-based approaches in expanding immunisation coverage in countries with low vaccination rates. A 3ie scoping study indicated that in 2013 an estimated 21.8 million infants globally were not covered under routine immunisation services, putting them at risk of death or preventable diseases. Given the low rates and the cost of last mile delivery, there is increasing thrust on the role that communities can play in planning and delivery of immunisation services.

As part of this programme 3ie commissioned six formative evaluations in four countries of Ethiopia, Nigeria, Myanmar and Pakistan. The evaluations use a mixed-methods approach to test the feasibility of pilot programmes that engage community through innovative approaches in the delivery of vaccination services. The evaluations were typically conducted over a two-year period from 2015 to 2017.

3ie is inviting applications from highly-qualified individuals to work with the immunisation programme team at the evaluation office based in New Delhi.

2. Scope of work

The consultant will be expected to work on a qualitative synthesis of the formative evaluations drawing on the documentation available with 3ie. Additionally, the synthesis will involve conducting stakeholder interviews to substantiate and unpack what we learn from the review of evidence and associated documentation. The consultant will report to the lead evaluation specialist at 3ie and will be supervised by an evaluation specialist on a day-to-day basis.

3. Key responsibilities

The consultant will work with a team and contribute to the key activities listed below.

New Delhi

202–203, Rectangle One, D-4, Saket District Centre, New Delhi – 110017, India

3ie@3ieimpact.org Tel: +91 11 4989 4444

3.1 Literature review: To map rigorous evidence available on appropriateness, feasibility, acceptability and uptake of community-based approaches for increasing immunisation rates. The consultant will:

- Conduct a comprehensive review of published and grey literature on focus themes and geographies;
- Synthesise key findings and how these relate to evidence from 3ie-supported studies; and
- Maintain a detailed documentation of the search process.

3.2. Surveys of grantees and selected experts:

- Develop the survey of 3ie grantees on learnings and reflections on formative evaluations process and findings;
- Develop the survey of selected experts on important aspects of formative evaluations of immunisation interventions;
- Collate the data from the surveys; and
- Prepare a write-up to be used for the synthesis report.

3.2 Synthesis report: To qualitatively synthesise emerging themes from 3ie-supported formative evaluations. The consultant will:

- Conduct a thorough review of the relevant documents available with 3ie for the formative evaluations, including the final reports and progress reports;
- Contribute to building the conceptual framework for synthesising information and develop coding sheet for systematic recording and filing of relevant information;
- Assist with report writing; and
- Maintain detailed documentation of the review process.

4. Qualifications and skills

4.1 Education and work experience

- Master's degree in sociology, public health, economics or a related field;
- Four to five years' research experience in international development, especially in the field of public health; and
- Familiarity with social science research methods, especially qualitative methods.

4.2 Skills

- Exceptional English-language skills;
- Advanced knowledge of all MS Office 2010 or 2013 applications, particularly Word®, Excel® and PowerPoint®;
- Knowledge of NVIVO or ATLAS TI is preferred
- Ability to work well in a fast-paced, multicultural, cross-team, multi-disciplinary work environment with minimum supervision; and
- Team player committed to achieving common as well as individual goals

5. Eligibility

3ie will recruit one individual who is already residing in and has the right to work in India. Work

sharing will not be considered. 3ie recognises the value that diversity brings to the organisation in terms of experience, skills, talent and cultural perspectives. The organisation is committed to building an environment and culture where all staff feel valued, are treated fairly and respected. 3ie is committed to providing equality of opportunity for all current and prospective staff members and will not discriminate on grounds of sex (female, male or other) race, age, gender, sexual orientation, citizenship, medical condition (with certain exceptions based on job role), class, caste, ethnicity, disability, location, pregnancy, maternity or paternity, or religion.

3ie's commitment to equal opportunity covers all aspects of employment, including but not limited to recruitment, selection, compensation, promotion, professional development, termination, and participation in 3ie-sponsored employee activities.

6. Terms of employment

The contract will be for a period up to 120 days, for eight hours per day. Candidates should be available to start on 10 April 2019 or earlier. The contract is valid until 30 September 2019. Depending on performance and availability of funds, the contract may be renewed.

3ie offers competitive remuneration based on experience and qualifications. The consultant will be expected to work for the entire period at 3ie's Delhi office.

7. How to apply

Please submit your applications to abagai@3ieimpact.org, copy to jobs@3ieimpact.org, using the subject line, 'Consultant for Immunisation – EO'. Completed applications must include the following documents and information:

- A cover letter not exceeding one page, highlighting your experience relevant to the terms of reference;
- Curriculum vitae (CV, not to exceed three pages). Applicants are required to provide only information relevant to this call in their CV;
- Contact information for two references (email, phone number, address); and
- One writing sample, of maximum two pages, on any aspect to emphasise your knowledge of this field.

Incomplete applications, including applications without a cover letter, will not be considered. Only shortlisted candidates will be contacted.

The deadline for applications is 25 March 2019