

TERMS OF REFERENCE

International Cooperation Consultancy

1. Background

In spite of significant advancements in scientific prevention and treatment measures, coupled with collective awareness campaigns, enduring negative attitudes towards individuals living with HIV remain formidable obstacles in addressing the HIV epidemic. These negative perspectives manifest as fear-driven biases, behaviors, and judgments directed at people with HIV, as well as their partners, families, and marginalized populations.

HIV-related stigma is evident through prejudiced attitudes, actions, and assessments stemming from concerns and misconceptions about HIV. Concurrently, HIV-related discrimination refers to unjust treatment of individuals or groups based on their actual or perceived HIV status. This also encompasses unjust treatment of key populations, such as gay men, transgender individuals, sex workers, people who inject drugs, women, girls, migrants, refugees, and those deprived of their freedom, who are most susceptible to HIV infection.

Discrimination can become entrenched within legal frameworks, policies, and practices that negatively target people and marginalized groups living with HIV. Specific HIV-related laws, like those criminalizing non-disclosure, exposure, and transmission of the virus, further perpetuate stigma and discrimination. Additionally, restrictive laws and policies, such as those requiring parental consent for adolescents to access services, hinder individuals from seeking assistance.

HIV-related discrimination is often compounded by other forms of bias, including those related to race, gender, socioeconomic status, sexual orientation, age, gender identity, and national origin. It is crucial to dismantle HIV-related stigma and combat discrimination against those living with HIV, as these factors deter people from seeking vital HIV prevention, diagnosis, and treatment services.

Discrimination within healthcare settings is a major barrier to achieving the goal of ending the AIDS epidemic as a public health threat by 2030. However, HIV-related stigma and discrimination are pervasive across various spheres of life, extending from families and communities to educational and occupational environments, as well as the justice system. These challenges are exacerbated during humanitarian crises and emergency situations. Recognizing the heightened vulnerability of LGBTQIA+ individuals to HIV infection, the National Secretariat for LGBTQIA+ Rights within Brazil's Ministry of Human Rights and Citizenship is addressing HIV-related stigma and discrimination within this population.

In Brazil, data from the Ministry of Health indicates an HIV prevalence of 0.4% in the general population. Surveys utilizing respondent-driven sampling reveal a national prevalence of

around 18% among men who have sex with men. Globally, a meta-analysis study demonstrates that the prevalence of HIV among trans women is 19.9%, making them 66 times more vulnerable to HIV infection compared to the general population.

The Global Partnership to Eliminate All Forms of HIV-Related Stigma and Discrimination, led by UNDP, UN Women, GNP+, and the UNAIDS Secretariat, collaborates to end HIV-related bias. This alliance leverages the resources of governments, civil society, and the United Nations to eradicate HIV-related stigma and discrimination.

Therefore, this Terms of Reference aims to hire an **International Cooperation Consultant** to provide comprehensive support for UCO/BRA's implementation of international cooperation extrabudgetary initiatives, such as grants-making projects and multilateral agreements, ensuring optimal performance in the HIV response and fully achieve the goals of the new Global AIDS Strategy (2021–2026) within the country. The expected contract duration for this vacancy spans **from 01 January 2025 to 30 May 2025**.

2. Deliverables

In active collaboration with UCO/BRA's staff members, the **International Cooperation Consultant** will perform the following activities:

- Assist in implementing the Office's procurement strategies under international cooperation extrabudgetary initiatives.
- Conduct thorough evaluations of potential suppliers, considering factors such as their track record, quality of goods/services, pricing, and commitment to ethical practices.
- Provide support in overseeing procurement processes, ensuring adherence to UNAIDS regulations and guidelines throughout.
- Liaise with selected suppliers to define clear contractual terms, delivery schedules, payment arrangements, and quality assurance measures.
- Monitor supplier compliance with contracts and adherence to agreed-upon delivery schedules.
- Prepare and maintain comprehensive documentation encompassing all stages of procurement, including terms of references, contracts, vendor communications, and financial transactions.
- Assist in identifying and addressing potential procurement and contract-related risks through effective mitigation strategies.
- Contribute to evaluations of procurement processes and vendor performance, enhancing understanding and informing future improvements.

3. Qualifications, experience, skills and languages

Required Education, Knowledge, and Experience:

- First university degree (bachelor's or equivalent) in international relations, law, social sciences, administration, or other related fields.

- Minimum of 4 years of substantial professional experience in the field of international cooperation, human rights, HIV, stigma and discrimination, project management, and/or clerical support.
- Experience in procurement, contract management and project implementation.
- Fluency in both spoken and written Portuguese and English.
- Initiative, strong conceptual abilities, and sound judgment.
- Excellent organizational and interpersonal communication skills.

Desirable Skills & Characteristics:

- Knowledge of UNAIDS procurement processes, rules, and regulations.
- Work experience in the United Nations System.
- Work experience in working with NGOs.
- Experience in public health organizations.
- Experience in HIV/AIDS organizations.

4. Technical Supervision

UCO/BRA Team

5. Location

Brasilia, DF, Brazil

6. Travel

N/A.

7. Remuneration and budget (travel costs excluded)

Currency:

BRL

Expected start and end date of contract (Duration):

From 01 January 2025 to 30 May 2025

Expected Value of the Consultancy:

Below USD 25,000.00

8. Payment Methods

Monthly payments will be processed upon the delivery of a technical report on the progress of activities, and a final technical report at the end of the contract.

9. Applications

Interested candidates must send applications until **13 December 2024 at 23:59 Brasilia Time (UTC-3)** to **brazil@unaids.org** with the **subject line “International Cooperation Consultancy”**.

The following documents must be attached for the application to be considered in the selection process:

- Technical component (CV);
- Financial component (expected remuneration **per month** in BRL).

10. Disclaimers & Final Remarks

UNAIDS reserves the right not to furnish equipment, internet connection, or other tools for teleworking. All candidates wishing to apply for the position shall kindly note that the provision of such resources is under their responsibility.

UNAIDS actively supports and encourages applications from women, black people, indigenous people, people living with HIV and AIDS, LBGTI people and people with disabilities.