



Terms of Reference:

Statistician/Data Analyst Consultancy

Sunaulo Parivar Nepal

Implementing partner of Marie Stopes International

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List of Abbreviation

COFP	Comprehensive Family Planning Counseling
CYP	Couple Years of Protection
DoHS	Department of Health Services
MoHP	Ministry of Health and Population
ERC	Ethics Review Committee
FCHV	Female Community Health Volunteer
FP	Family Planning
LARC	Long Acting Reversible Contraceptives
MCH	Mother and Child Health
MCPR	Modern Contraceptive Prevalence Rate
MDAG	Marginalized and Disadvantaged Group
MSI	Marie Stopes International
NGO	Non-Governmental Organization
NHRC	National Health Research Council
PHCC	Primary Health Care Center
PPFP	Post-Partum Family Planning
QI	Quality Improvement
S/HP	Sub / Health Post
SPN	Sunaulo Parivar Nepal
SRH	Sexual and Reproductive Health
USAID	United States Agency for International Development
VDC	Village Development Committee
VSC	Voluntary Surgical Contraceptive

Post Title: Statistician/Data Analyst (Individual Consultants)

Organization: Sunaulo Parivar Nepal, implementing partner of Marie Stopes International

Location: Kathmandu, Nepal

Duration: 2 months (May to June)

Nationality: Any (International applicants must have a valid work permit for Nepal)

Date Announced: 16th April 2019

Closing Date: 29th April 2019

Introduction

Marie Stopes International (MSI)

Marie Stopes International (MSI), a registered charity, is a global Sexual and Reproductive Health (SRH) service providing organization registered in 1973 in United Kingdom. It works in close partnership with local non-government organizations (NGOs) in different countries, providing technical and managerial support for increasing access and utilization of quality FP/SRH services with a mission of enabling people to have children by choice not chance. MSI is a not-for-profit SRH organization that uses modern business methods to achieve the social goal of preventing unintended pregnancies and unplanned births in 37 countries worldwide. MSI works in Nepal in partnership with Sunaulo Parivar Nepal (SPN), a local not for profit NGO, since 1994.

Sunaulo Parivar Nepal (SPN)

SPN, established in 1994, is a Nepali NGO, an implementing partner of MSI. SPN provides a wide range of services to meet the SRH needs of the men, women and young people of Nepal. We are increasing awareness and understanding of SRH with increasing access to affordable quality services to prevent unwanted births. SPN uses an advocacy-based approach to support people in exercising their fundamental SRH rights, particularly targeting underserved, marginalized and hard to reach populations. The goal of SPN is to prevent unwanted birth to ensure every birth is wanted amongst all segments of the population including poor, marginalized and poor community. SPN has been managing the static centers to provide full range of SRH services from Marie Stopes Centre; Comprehensive Mobile Family Planning Camps, Contraceptive Social Marketing, Reproductive Health Training Centre and Youth Friendly Service Centre.

Family Planning Discontinuation Study

From the start of 2018, SPN has undertaken a survey to measure the discontinuation rates of family planning methods in Nepal and the factors associated with it. The study titled “**Determining discontinuation rates of Short-acting and Long-acting**

Reversible Contraceptive methods and factors associated with them: A prospective population-based cohort study in Nepal is a prospective cohort study conducted in 6 districts with data collected from women meeting the inclusion criteria. The study was implemented under the guidance of the Family Welfare Division and funding from DFID through a UNFPA grant. The study was conducted in 16 sites within the 6 districts. Study participants were recruited at the **baseline, followed up at 6 months and 12 months** with the aim of exploring discontinuation rates, understanding factors associated with it and mapping the contraceptive behavior following discontinuation.

Objectives and Responsibility of the Consultancy

The overall purpose of this consultancy is to clean and analyze the baseline, 6 months and 12 months data collected from the prospective cohort study and provide the analysis results to the organization. The data analysis will consist of descriptive as well as more detailed analysis which could include regression modelling and calculating hazard ratios and relative risks.

Tasks

Under the supervision of Evidence to Action Manager, the consultant will complete the following tasks within the duration of the consultancy:

1. Prepare a draft of the analysis plan with dummy tables
2. Finalize the analysis plan after suggestions from RME
3. Prepare results tables and submit to SPN
4. Draft report on survey findings tables with statistical inferences
5. Final report on survey findings tables endorsed by SPN
6. Prepare a presentation on results from the survey and present to SPN
7. A brief presentation to the E2A team on the study analysis methodology

Profile of the consultant

Primary expertise required

- Substantive expertise in analyzing survey data
- Experience in Family planning project monitoring and evaluation or survey management
- Prior work experience with DHS data especially analysis of contraceptive calendar. Please follow the link for further information on the Contraceptive Calendar and the analyses involved.
 - (<https://www.dhsprogram.com/data/calendar-tutorial/upload/DHS-Contraceptive-Calendar-Tutorial.pdf>)
- Excellent computer and other IT skills, good command of statistical application

such as STATA, SPSS, R. Stata and SPSS preferable.

Educational background

Advanced university degree (Masters or higher) in Public Health or Biostatistics or other social sciences disciplines with special focus on family planning statistics, monitoring and evaluation, life tables and survival rates analysis.

Work experience

At least 5 years of relevant professional experience, with a strong experience with family planning institutions, international organization, or government in applying statistical theory and techniques for the analysis of large-scale longitudinal datasets.

Language

Good facilitation skills and excellent writing skills especially scientific writing in English.

Desirable competencies

- Excellent planning and facilitation skills
- Ability to handle multiple tasks simultaneously and flexibly;
- Strong analytical and presentation skills;
- Cultural awareness and sensitivity;
- Ability to research, analyze and present complex information as demonstrated by past work experience and references;
- Ability to establish and maintain strong and effective working relationships;
- Strong interpersonal, teamwork and communication skills;

Resources provided to the consultants

Upon selection of the qualified agency and signing of the contract, SPN/MSI will share the study protocol and data from the survey that includes 3 sets of data from the baseline, 6 months and 12 months follow up. SPN will provide required budget and information for the entire contract period and supervise the consultant until the end of the contract.

Supervision and Reporting

The overall work under this consultancy will be under the supervision of SPN's Evidence to Action Manager and Research, Monitoring and Evaluation Officer. The consultant will be required to provide weekly updates against a timeline finalized after the award of the consultancy. These updated may be required to be given in person or via other communications as per the decision of the E2A team with input from the consultant.

Timeframe

From May 2019 till the end of June 2019. (Extendable, if required by RME/SPN)

Budget and mode of payment

The total budget for this assignment includes expert's fee, materials development cost, data/information collection, verification, analysis, draft and final report preparation, travel, refreshment, accommodation and other logistics to complete the assignment. Tax shall be levied as per prevailing rules and regulation of Nepal Government.

Payment Schedule:

- Signing of Contract – 40%
- Final Report Submission – 60%

Payment will be transferred directly to the beneficiary's provided bank account.

Data Ownership and Confidentiality

All data collected in this prospective research project will be considered joint property Marie Stopes International Nepal and the funding agency. The analyst must submit all their copies of the data and not retain any datasets after the completion of work unless re-shared for further analysis. If the analyst wants to share any data for findings from the study, they must obtain written approval from SPN to do so. Any publication that arises from this work will be led by Marie Stopes International and the analyst will be offered due authorship as per MSI's global rules unless otherwise decided and will be dependent on the analyst's contribution to the drafting of the manuscript which may require their input after the consultancy is completed.

Deliverables

Deliverable 1

- ✓ Final analysis plan with dummy tables submitted to SPN

Deliverable 2

- ✓ Results tables, dataset and syntax files submitted to SPN
- ✓ Report on survey findings with statistical inferences submitted to SPN
- ✓ Analysis results disseminated to SPN and PowerPoint presentation shared
- ✓ Explanation of analysis methodology to the Research team

How to Apply

Applicants are requested to submit the specified documents to the following email addresses:

MSNPRecruitment@mariestopes.org.np and raman.shrestha@mariestopes.org.np with the subject line **“FP Discontinuation Data Analyst”**.

Please send any queries you may have to the above email address with the subject **“Query - FP Discontinuation Data Analyst”**



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The application should include the following:

1. Cover letter
2. CV
3. 3 samples of analyses conducted by the applicant (published peer-reviewed manuscripts preferred over study reports)
4. Consultant must submit financial proposal including detail breakdown of charges and a timeline with tentative with number of days and schedule of tasks.

Please note that only selected candidates will be contacted for further evaluation.

SPN reserves all rights to qualify/disqualify applications in any case. SPN accepts applications from Nepalese citizens only.

Our organization is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and post holders to share this commitment.