

Terms of Reference (ToR)

Consultant for Climate-Related Needs Assessment Synthesis and Program Design

Duration: 2 Months

Location: Remote (with coordination with Plan International Thailand team)

Start Date: TBC

End Date: TBC

1. About Plan International

Plan International is an independent development and humanitarian organization that advances children's rights and equality for girls. We believe in the power and potential of every child. However, poverty, violence, exclusion, and discrimination often suppress this potential—especially for girls.

Together with children, young people, supporters, and partners, we strive for a just world by tackling the root causes of the challenges faced by girls and vulnerable children. We support children from birth to adulthood, helping them prepare for and respond to crises. We influence policy and practice at local, national, and global levels and build strong partnerships to drive long-term change.

Plan International has worked for over 85 years and is active in more than 80 countries. We are committed to a world where we are all equal.

2. Background

Plan International Thailand is conducting a needs assessment to better understand climate-related challenges, with a specific focus on the intersection of climate and health. The assessment places strong emphasis on gender equality and social inclusion to ensure that future programming effectively responds to the unique needs and vulnerabilities of marginalized and at-risk groups, including women, girls, and gender-diverse individuals.

To support this initiative, Plan International Thailand is seeking to engage a qualified consultant to lead the climate-related needs assessment. The consultant will be responsible for reviewing relevant literature, policies, and frameworks; mapping key funding sources and strategic partners; and designing appropriate assessment tools and methodologies. This includes developing a clear assessment process and data collection strategy.

The consultant will also carry out data collection and analysis to identify key trends, gaps, and opportunities. The goal is to generate actionable insights that inform the design of gender-responsive, inclusive, and climate-resilient programs. The consultant will be expected to deliver a clear, comprehensive report outlining the assessment findings and practical recommendations.

3. Objectives

The primary objectives of this consultancy are to:

- **Conduct a desk review** of relevant national and regional policies, research, and frameworks related to climate change and its linkages with health, agriculture, education, livelihoods, and other key sectors, while integrating gender equality and social inclusion to build comprehensive contextual understanding in the Thai context.
- **Map key stakeholders and funding sources** involved in climate and health programming, especially those focused on gender-responsive and inclusive approaches.
- **Design appropriate assessment tools and methodology**, ensuring a participatory and inclusive data collection process that captures the perspectives of marginalized and at-risk groups.
- **Collect data** through the designed tools, applying inclusive and ethical approaches to ensure quality and representative information.
- **Analyze and synthesize data** from the ongoing needs assessment, with a specific focus on the intersection of climate and health, as well as other key climate-linked sectors in Thailand
- **Integrate gender equality and social inclusion (GESI)** throughout the analysis, identifying the unique needs and vulnerabilities of women, girls, and gender-diverse individuals.
- **Develop a clear and comprehensive needs assessment report**, presenting key findings, trends, and gaps in a structured and accessible format.
- **Propose an initial program design** based on the findings, including suggested target groups, strategic objectives, and recommended interventions aligned with Plan International’s priorities in climate resilience, gender equality, and inclusive development.

4. Scope of Work and Deliverables

The consultant will be responsible for the following tasks and deliverables:

Tasks	Deliverables
<p>1. Conduct Desk Review: Review relevant national and regional policies, research, and frameworks related to climate change, health, gender equality, and social inclusion to build a contextual understanding.</p>	<p>A concise synthesis report summarizing key insights from the desk review for incorporation into the final needs assessment report.</p>
<p>2. Map Stakeholders and Funding Sources: Identify and map key stakeholders and funding sources involved in climate and health programming in Thailand, emphasizing gender-responsive and inclusive approaches, while also considering</p>	<p>A comprehensive report including a stakeholder and funding source map, analysis of their roles and capacities, emphasis on gender-responsive and inclusive approaches, and actionable recommendations for collaboration and funding alignment.</p>

related climate initiatives across other key sectors.	
3. Design Assessment Tools and Methodology: Develop appropriate, participatory, and inclusive tools and methodologies for data collection that effectively capture perspectives of marginalized and at-risk groups.	Data collection tools (e.g., questionnaires, interview guides) and a detailed methodology plan.
4. Data Collection: Implement the data collection process using designed tools, ensuring ethical standards and inclusiveness to gather quality and representative data.	A data collection summary report, including information on participants, methods, and data quality assurance.
5. Analyze and Synthesize Data: Analyze and synthesize collected data on climate, health, and other key sectors in Thailand, integrating gender equality and social inclusion, and develop a clear, accessible needs assessment report.	A needs assessment report presenting key findings, trends, and gaps on climate-related issues across sectors, with integrated gender and inclusion analysis.
6. Propose Initial Program Design: Develop a concept note or program summary based on assessment findings, including target groups, strategic objectives, and recommended interventions aligned with Plan International's priorities on climate resilience, gender equality, and inclusive development.	Concept note or program summary outlining the proposed program design addressing identified needs.

5. Expected Timeline

The consultancy is expected to be completed within 2 months from the start date. A tentative timeline is outlined below:

Week	Activities
Week 1	<ul style="list-style-type: none"> • Conduct a kick-off meeting with Plan International Thailand. • Undertake a comprehensive desk review of relevant documents and data. • Map key stakeholders and potential funding sources. • Design assessment tools and methodology and develop a detailed work plan in close consultation with the Plan International Thailand team.
Week 2	<ul style="list-style-type: none"> • Finalize assessment tools, methodology, and work plan. • Coordinate logistics and scheduling for data collection activities.
Week 3	<ul style="list-style-type: none"> • Conduct fieldwork and primary data collection in identified locations.

Week 4	<ul style="list-style-type: none"> Continue and complete data collection activities.
Week 5	<ul style="list-style-type: none"> Analyze collected data using agreed-upon methodologies. Begin drafting the needs assessment report based on preliminary findings.
Week 6	<ul style="list-style-type: none"> Submit the draft needs assessment report and an initial program design concept including relevant annexes (e.g., data tools, stakeholder lists, raw data summaries). Incorporate feedback from Plan International Thailand.
Week 7	<ul style="list-style-type: none"> Submit the revised needs assessment report. Submit the proposed initial program design for final feedback and refinement.
Week 8	<ul style="list-style-type: none"> Finalize and submit the comprehensive needs assessment report. Submit the finalized proposed program design, incorporating all feedback.

6. Qualifications

The ideal consultant will have:

- An advanced degree in climate studies, public health, development studies, or a related field.
- Demonstrated experience in conducting needs assessments, desk reviews, and writing clear and actionable research or evaluation reports.
- Strong knowledge of climate change issues in Thailand context.
- Proven expertise in gender equality and social inclusion, particularly in program design or policy analysis.
- Excellent analytical and written communication skills in English.

7. Reporting and Supervision

The consultant will report to the Monitoring, Evaluation, Research, and Learning (MERL) Manager at Plan International Thailand. Regular check-ins will be held to monitor progress and provide guidance.

8. Application Process

Interested applicants should submit their application to Thailand.procurement@plan-international.org referencing “**Consultant for Climate-Related Needs Assessment Synthesis and Program Design**” in the subject line, by **18 June 2025**.

Early application is encouraged, as we will review applications on a rolling basis during the advertising period and reserve the right to close the advert early. We also reserve the right to extend the closing date if necessary.

Applicants should submit the following:

A brief proposal outlining your approach, availability, and daily rate

CV highlighting relevant qualifications and experience

1–2 samples of similar work (e.g., needs assessment reports)