

Statement of Work (SOW)

Senior Advisor – Nutrition Policy and Systems Strengthening Helen Keller Intl Bangladesh

Duration: May 1 – June 30, 2026 (2 months)

Reporting to: Deputy Country Director, Helen Keller Intl Bangladesh

1. Background

Helen Keller International (Helen Keller Intl) is an international non-governmental organization headquartered in New York, NY, USA. Guided by the legacy of its co-founder, Helen Keller, the organization partners with communities striving to overcome longstanding cycles of poverty by delivering the essential building blocks of sound nutrition, clear vision and vibrant health.

Working across Africa and Asia, Helen Keller Intl focuses on sustainable solutions that enable people to reach their full potential.

Helen Keller Intl Bangladesh has a long-standing partnership with the Government of Bangladesh and development partners to strengthen health, nutrition, food systems, eye health, and livelihoods. The organization prioritizes remote, hard-to-reach, and marginalized communities, including those in the Chittagong Hill Tracts (CHT), while also engaging at national level to influence systems and policy.

Helen Keller Intl Bangladesh is currently implementing the Transforming Lives Through Nutrition project, funded by the Church of Jesus Christ of Latter-Day Saints. The project delivers comprehensive nutrition-specific and nutrition-sensitive interventions aimed at improving nutritional outcomes for the children under five years of age and pregnant and lactating women (PLWs). The project integrates service delivery, behavior change communication, systems strengthening, and multisectoral coordination to address underlying determinants of malnutrition.

As part of its strategic focus on policy influence, systems strengthening, and sustainable financing for nutrition, Helen Keller Intl Bangladesh seeks short-term, high-level technical leadership to strengthen its engagement in national nutrition governance, advocacy platforms, resource mobilization processes and using project evidence for advocacy for local RUTF, MMS scale up.

2. Purpose of the Consultancy

The Consultant will provide strategic leadership and technical guidance to:

- Strengthen Helen Keller's position in national nutrition and food systems policy platforms
- Support evidence-informed advocacy and policy engagement
- Advance resource mobilization efforts aligned with national nutrition priorities
- Enhance internal capacity on nutrition policy, governance, and financing
- High level technical support to the project

3. Scope of Work

The consultant will work closely with the deputy country director and the technical teams to deliver the following:

A. Nutrition Policy and Systems Leadership

1. Provide technical guidance to strengthen engagement with Government of Bangladesh on:
 - Multisectoral nutrition governance mechanism
 - Integration of nutrition into health, agriculture, and social protection systems
 - Strengthening accountability and service delivery systems
2. Review existing national nutrition policies, strategies, and food system frameworks to:
 - Identify policy and implementation gaps
 - Recommend strategic entry points for Helen Keller's engagement (2026–2027 horizon)
3. Develop a concise **Nutrition Policy Engagement Roadmap (18–24 months)** for Helen Keller Bangladesh in collaboration with the country office team.

B. Advocacy and Stakeholder Engagement

1. Design a **Nutrition Advocacy Action Plan** for a period of 2 years aligned with national health priorities and Helen Keller strategic focus.
2. Support development of:
 - 2–3 policy briefs or position papers (e.g., management of acute malnutrition, maternal micronutrient supplementation, systems strengthening).
 - Key advocacy messages and talking points for senior leadership.
3. Provide technical input on strengthening:
 - Nutrition dashboards
 - Evidence uses in advocacy

C. Business Development and Strategic Positioning

1. Identify and map **strategic partnership opportunities** aligned with:
 - Nutrition systems strengthening
 - Food systems transformation
2. Provide technical leadership and input into:
 - Concept notes
 - Technical proposal sections
 - Theory of change and results frameworks (as needed)

D. Capacity Strengthening

- Conduct an internal orientation session on nutrition policy, governance, financing and advocacy

4. Deliverables

The Consultant will submit the following deliverables:

Deliverable	Description	Timeline
Inception Note	Workplan with methodology, stakeholder mapping, and timeline	Within 2 weeks of contract start
Nutrition Policy Engagement Roadmap	18– 24 months strategic roadmap document	By May 31, 2026
Advocacy Action Plan	Advocacy plan with clear milestones	By May 31, 2026
Policy Briefs	2–3 high-quality briefs (5–8 pages each)	By June 15, 2026
Strategic partnership opportunities	Mapping of at least 3–5 strategic partnership opportunities	By June 20, 2026
Proposal Inputs	Technical contributions to at least 1–2 concept notes/proposals	As per submission deadlines
Capacity Building Sessions	At least 2 internal sessions (materials included)	By June 30, 2026
Final Consultancy Report	Summary of achievements, lessons, and recommendations	By June 30, 2026

All deliverables shall be submitted in English in electronic format (Word and PDF).

5. Duration and Level of Effort

- **Period:** May 1 – June 30, 2026
- Payment will be made based on payment schedule mentioned below.

6. Required Qualifications

- Advanced degree in Public Health, Nutrition, Public Policy, International Development, or related field.
- Minimum 15 years of experience in nutrition policy, systems strengthening, or public health.
- Strong knowledge of Bangladesh’s nutrition governance and multisectoral coordination platforms.
- Demonstrated experience in high-level government engagement and policy influence.
- Proven experience in proposal development and donor engagement.
- Excellent analytical, writing, and facilitation skills.
- Fluency in English; working knowledge of Bangla preferred.

7. Supervision and Coordination

The Consultant will report to the Deputy Country Director and work in close collaboration with:

- Country Director
- Technical leads (Nutrition, Food Systems, Fortification, MEAL)
- Business Development team
- Global Nutrition Advisors

8. Payment Schedules

Payments will be made in installments upon satisfactory completion and approval of agreed deliverables, as follows (illustrative structure):

- 20% upon approval of Inception Note
- 30% upon approval of Roadmap, Advocacy Plan,
- 50% upon submission of Policy Briefs, partnership mapping, Final Report and completion of all deliverables

9. Intellectual Property Rights

All documents and materials collected and developed by the consultant for the purposes of this assignment will be considered confidential and the property of Helen Keller Intl. The service provider will not have the right to share any of the findings/documents with any other party without the prior written consent of Helen Keller Intl.

10. Compliance with Helen Keller's Marking and Branding Requirements

All material must be compliant with Helen Keller's and donor's Branding Strategy and Marking Plan.