

Terms of reference: Engagement of a Qualitative Research Expert to support training LifeNet International Uganda staff on qualitative research methods and LifeNet's UBS Project: *From ANC to Safe Delivery: Overcoming Gender Barriers in Maternal Care*.

I. Background

LifeNet International (LNI) is a nonprofit organization dedicated to transforming the quality of primary healthcare delivery by partnering with faith-based health facilities. Our work focuses on strengthening clinical and administrative capacity to save lives through continuous improvement in:

- patient safety,
- maternal and child health,
- family planning,
- HIV/AIDS care,
- non-communicable disease management,
- pharmaceutical management, and
- health facility operations.

LifeNet International has been operational in Uganda for over 10 years and currently supports over **130** faith-based health facilities across **43 districts and 3 cities**. Through an integrated model comprising contextualized medical training, on-site mentorship, digital initiatives, and access to affordable essential medicines and equipment, we've supported millions of patient visits with improved clinical quality and operational efficiency.

LifeNet International – Uganda received funding from the UBS Philanthropy Foundation to conduct a two-year project – ***From ANC to Safe Delivery: Overcoming Gender Barriers in Maternal Care***. The project's aim is to identify social and gender barriers preventing women from delivering at health facilities and develop solutions to overcome them. The evidence generated from this project may contribute to the national discourse on gender and maternal health, offering valuable lessons that can be applied in facilities facing similar challenges.

2. Purpose of the Assignment

LifeNet International – Uganda is seeking the services of a qualitative research expert to

work as a short- term consultant to train staff and support qualitative data management for the UBS-funded project.

3. Scope of Work

The consultant will:

- Train staff (12) on qualitative data collection methods (focus group discussions and key informant interviews)
- Train staff (12) on UBS project qualitative data management (FGD guide, KII guide, data collection, data storage, and an overview of qualitative data analysis)

4. Deliverables Technical contact: The consultant will work closely with the Country Director to conduct these activities and will be expected to provide the following deliverables:

1. Approved staff training plan on qualitative data collection methods and UBS qualitative data management
2. Approved training materials
3. Training report
4. Recommendations for successful UBS qualitative data management

Timeline: All deliverables are to be completed within **2-3 weeks**, subject to the agreed schedule.

5. Consultant Profile

The ideal candidate will have:

- Advanced training in qualitative research methods
- Demonstrated experience conducting FGDs and KIIs in health-related projects
- Familiarity with gender and maternal health issues in Uganda
- Strong facilitation and training skills
- Ability to deliver high-quality outputs within tight timelines

6. Technical Contact

The consultant will work closely with the **Country Director** to coordinate all activities and ensure alignment with project goals.

7. Timeline & Process Schedule

Proposed schedule of process: Below is the proposed timeline for the process

Timeline	Process
Wednesday	Notification to successful applicant on award

22nd October	
Friday 24th October	Response to TOR with a clear execution plan
Monday 27 th – 31 st October	1. Contract award and start of activity 2. Review of UBS protocol and development of staff training plan 3. Development of training materials 4. Share staff training plan and training materials for review
Monday 3 rd – 6 th November	1. LifeNet review of submitted training plan and materials
Monday 10 th – 11 th November	1. Review and resubmission of training plan and materials
Monday 17 th – 19 th November	1. Train staff (12) on qualitative data collection methods (focus group discussions and key informant interviews) 2. Train staff (12) on UBS project qualitative data management (FGD guide, KII guide, data collection, data storage, and an overview of qualitative data analysis) 3. Submit training report and recommendations for successful UBS qualitative data management

8. Evaluation Criteria

Applications will be evaluated based on:

- Relevant experience and qualifications
- Implementation of a similar assignment in the past with a reputable institution
- Quality and feasibility of the proposed execution plan
- Understanding of the UBS project context
- Cost-effectiveness of the proposal

9. Remuneration

The consultant will be compensated upon satisfactory completion of deliverables, as per contractual agreement. Budget details will be discussed with the selected candidate.

10. Application Instructions

To apply:

Interested candidates are invited to submit (**in one PDF file**) their applications made of a cover letter, an updated resume, a copy of relevant certified academic qualifications, and a costed proposal aligned to this TOR. All applications must be sent via email to ugrecruitment@LNinternational.org by Friday **17th October 2025**. The subject of the email should be **“Qualitative Research Expert”**.

11. Disclaimer

LifeNet International reserves the right to accept or reject any application and to cancel the recruitment process at any stage without prior notice.