

## **Profile: Health Cluster Field Coordinator**

### **Required Qualifications**

#### **Education**

Post graduate degree in public health; preferably a degree in medicine.

#### **Experience**

- Considerable field experience with international organizations including UN agencies and NGOs in emergency situations and management (minimum 8 years);
- Excellent leadership, coordination and management experience;
- Excellent knowledge of the UN and NGO humanitarian community;
- Knowledge of latest health related technical guidelines and standards.

#### **Personal skills**

- Demonstrated ability for leadership and independent decision making;
- Demonstrated management skills;
- Strong negotiation and interpersonal skills;
- Willingness and ability to work in hardship environment;
- Readily available for deployment in emergency situations;
- Cultural and gender sensitivity;
- Experience in partnerships;
- Complete proficiency in English with a very good working level in another official UN language.

### **Terms of Reference**

The Health Cluster Field Coordinator must aim to fulfill the Health Cluster mission to:

- Provide health leadership in emergency and crisis preparedness, response and recovery;
- Prevent and reduce emergency-related morbidity and mortality;
- Ensure evidence-based actions, gap filling and sound coordination; and
- Enhance accountability, predictability and effectiveness of humanitarian health actions.

To do this, the Health Cluster Field Coordinator will undertake the following activities:

#### **Identify Health Cluster partners**

- Identify key humanitarian partners for the health cluster, respecting their respective mandates and programme priorities;
- Identify other key partners, including national authorities, peacekeeping forces etc;
- Closely work with Nutrition and WASH Clusters and ensure effective links with Food Security and the Shelter Cluster (with OCHA support).

## **Assessment**

- Promote and adopt standardized methods, tools and formats for common use in health needs assessments to ensure predictable action within a common strategy;
- Assess medical supplies available in the country or in the pipeline (map medical stocks);
- Collect profiles of functioning health institutions together with an inventory of available health resources (technical, financial and supplies);
- Ensure predictable action and a common strategy within the health cluster for the identification of gaps in the health sector and in the humanitarian health response.

## **Coordination of programme implementation**

- Ensure the establishment/maintenance of appropriate health coordination mechanisms, including working groups at the national and, if necessary, local level;
- Ensure and, whenever applicable, chair health coordination mechanisms including health cluster meetings and working groups;
- Actively promote NGO inclusion in the Health Cluster by creating an enabling environment for their participation;
- Ensure full integration of the IASC's agreed priority cross-cutting issues, namely human rights, HIV/AIDS, age, gender and environment, utilizing participatory and community based approaches. In line with this, promote gender equality by ensuring that the needs, contributions and capacities of women and girls as well as men and boys are addressed;
- Secure commitments from cluster participants in responding to needs and filling gaps, ensuring an appropriate distribution of responsibilities within the cluster, with clearly defined focal points for specific issues where necessary;
- Ensure that participants within the Health Cluster work collectively, ensuring the complementarity of the various stakeholders' actions;
- Promote emergency response actions while at the same time considering the need for early recovery planning as well as prevention and risk reduction concerns;
- Act as focal point for inquiries on the health cluster's response plans and operations;
- Ensure timely, effective and coordinated health responses based on participatory and community based approaches.

## **Planning and strategy development**

- Develop/update agreed response strategies and action plans for the cluster and ensure that these are adequately reflected in overall country strategies, such as the Common Humanitarian Action Plan (CHAP);
- Draw lessons learned from past activities and revise strategies and action plans accordingly;
- Initiate, as soon as appropriate, preparatory work and a strategy for the recovery phase and the handover to national and local health authorities.

## **Application of standards**

- Ensure that health cluster participants are aware of relevant policy guidelines, technical standards and relevant commitments that the Government has undertaken under international human rights law;
- Ensure that health responses are in line with existing (IASC) policy guidance, technical standards, and relevant Government human rights legal obligations.

## **Monitoring**

- Ensure common monitoring mechanisms are in place to review impact of the cluster and progress against implementation plans;
- Promote and adopt standardized methods, tools and formats for common use in monitoring health trends, activities and outcomes to support strategic decision-making;

- Establish participatory mechanisms for monitoring of health programmes and outcomes;
- Promote the adoption of a health performance and humanitarian outcomes tracking service using agreed benchmarks, indicators, and data (disaggregated by age and sex) so as to provide a systematic accountable arrangement to assess the timeliness, coverage, and appropriateness of humanitarian health action, as well as the impact of health and wider humanitarian assistance, in relation to the targeted populations.

### **Information management and reporting**

- Develop common health information management strategy and tools including the regular production of a Health Cluster Bulletin;
- Ensure adequate reporting and effective information sharing (with OCHA support), to effectively communicate cluster activities, progress, reports, data and other relevant information to partners and stakeholders;
- Promote common software for health data collection and analysis such as, but not limited to, Epi-info, Health Mapper, LSS, etc.

### **Evaluation**

- Promote a common and joint system of reviews and evaluations conducted with due transparency, accountability and objectivity.

### **Advocacy and resource mobilization**

- Represent the interests of the health cluster in discussions with the Humanitarian Coordinator on prioritization, resource mobilization and advocacy;
- Identify common strategies for communicating with public, media, and policy makers, including for the marketing and advocacy of appeals to donors;
- Identify core advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the Humanitarian Coordinator and other actors;
- Advocate for donors to fund health cluster participants to carry out priority activities while at the same time encouraging cluster participants to mobilize resources for their activities through their usual channels;
- Establish channels and mechanisms for resources mobilized at cluster level to facilitate transfer of funds for projects implementation if donors prefer to fund the cluster lead.

### **Training and capacity building of national authorities and civil society**

- Promote and support training of humanitarian personnel and capacity building of humanitarian partners;
- Support efforts to strengthen the capacity of the national authorities and civil society
- Develop and implement a common strategy within the health cluster for capacity building and training.

### **Acting as provider of last resort**

- Demonstrate that all possible efforts and initiatives have been undertaken to fill gaps and agreed priority needs, call on additional local and international partners, and advocate for additional donor commitment.