CONSULTANCY

Initial Terms of Reference for the purpose of:

☒ **Expression of Interest for Consultancy contract**

Title: Global Vaccine Safety – Multi-Country Collaboration project consultant
Contract type: Consultancy
Duration of consultancy: 20 days from 15 September 2017 to 31 December 2017
Duty Station: The selected applicant will work remotely
Organization unit: HQ/HIS/EMP/RHT/SAV - Health Systems and Innovation; Department of Essential Medicines and Health Products, Regulation of Medicines and other Health Technologies, Safety and Vigilance

CV and letter should be sent to gvsi@who.int with subject: "Expression of Interest GVS-MCC Consultancy contract"

Deadline for application: 14 August 2017

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1. Purpose of the Consultancy

The contractual partner is expected to coordinate the finalisation of the study protocol and its clearance by the World Health Organization and local Ethical review committees.

2. Background

Through 2015, neonatal death accounted for approximately 45% of mortality among children less than 5 years of age and of those deaths, 25% were caused by infection. Immunization in pregnancy offers the promise of protecting the fetus from the effects of maternal infection and to prevent infectious disease in young infants that are too young to benefit directly from primary vaccination. To protect unborn children and neonates from infection, WHO recommends the use of tetanus, influenza and pertussis vaccines during pregnancy. Several other vaccines are currently under development.
In this context, adequate vaccine safety monitoring during pregnancy needs to be developed. This requires in particular the determination of background rates of conditions of interest. Background rates of conditions may vary between populations and/or regions and require large sample sizes, calling for a multi-country collaborative approach. The Global Vaccine Safety Initiative, through its WHO secretariat, proposes to interested countries and institutions to take part in a new Multi Country Collaboration (MCC) project. The MCC is a global network of sentinel sites that collaborate for enhanced vaccine safety monitoring.

3. Planned timelines (subject to confirmation)

Start date: 15/09/2017
End date: 31/12/2017

4. Work to be performed

Output 1: To support the finalisation of the study protocol and its ethical and scientific clearance

- Deliverable 1.1: review and revise the study protocol to ensure compliance with international ethical requirements;
- Deliverable 1.2: study protocol cleared by the WHO ERC
- Deliverable 1.3: study protocol cleared by local ethical review committees
- Deliverable 1.4: requirements for local administrative clearance identified and coordinated (e.g. clearance by local authorities, collaboration agreement)

Output 2: To provide technical support to facilitate study initiation in selected study sites

- Deliverable 2.1: to identify training needs and develop appropriate training plan for each study sites

5. Technical Supervision

The selected Consultant will work on the supervision of:

Responsible Officer:	Dr Christine Maure, Technical Officer Global Vaccine Safety
Manager:	Dr Patrick Zuber, Group Lead Global Vaccine Safety

6. Specific requirements

- Qualifications required:

- Essential
  - Advanced university degree in medicine, pharmaceutical sciences, public health or related field.
  - Documented training in research ethics, good research practices and project management.

- Experience required:

- Essential
  - At least 10 years of experience in coordinating multi-country research projects in Low and Middle Income Countries (LMIC)
  - Fully familiar with WHO rules and procedures, including ethical clearance
  - Experience in capacity building of sites in LMICs for the conduct of research projects in compliance with international ethical requirements
  - Knowledge and proficiency in project management and operational planning in a multi-partner and multi-cultural international context;
  - Excellent interpersonal and communication skills.

- Desirable
  - Experience in multi-partners collaborations from multiple countries, government and non-government institutions.

- Language requirements:

- Essential
  - Excellent knowledge of English, written and spoken.
- Desirable
  - Working knowledge of French and Spanish

7. Place of assignment

The consultant will work remotely.

8. Medical clearance

The selected Consultant will be expected to provide a medical certificate of fitness for work.

9. Travel:

All **travel arrangements** will be made by WHO – WHO will not be responsible for tickets purchased by the Consultant without the express, prior authorization of WHO. While on mission under the terms of this consultancy, the Consultant will receive **subsistence allowance**.

Visas requirements: it is the consultant's responsibility to fulfil **visa requirements** and ask for visa support letter(s) if needed.

A written test and interviews may be used as a form of screening