

## **NOTICE OF VACANCY**

**Technical Assistance for Leading the  
Health Operations and Technical Expertise Pillar  
for the COVID-19 Incident Management Team**



**World Health  
Organization**

Representative Office  
for the Philippines

### **1. Summary**

The World Health Organization (WHO) Philippines is looking for an individual contractual partner who will serve as Technical Assistant to lead the Health Operations and Technical Expertise (HOTE) Pillar for the Coronavirus Disease 2019 (COVID-19) Incident Management Team (IMT) in the Philippines. The submission of applications is due by 10 April 2021.

### **2. Background**

On 31 December 2019, WHO was informed of cases of pneumonia of unknown cause detected in Wuhan City, Hubei Province of China. The pathogen was subsequently identified as a Severe Acute Respiratory Syndrome Coronavirus 2 (SARS CoV-2) with cases detected worldwide. On 31 January 2020, WHO declared the Public Health Emergency of International Concern (PHEIC) and Coronavirus Disease 2019 (COVID-19) has been characterized as pandemic by the World Health Organization (WHO) Director-General. As cases continue to be reported globally, enhanced preparedness and response efforts are required in the Region.

The COVID-19 response operations in the WHO Western Pacific Region (WPR) are expected to continue for several months. To support the response in the Philippines, the WHO Country Office (WCO) is being strengthened in order to provide technical assistance to the Member State.

### **Outbreak Response**

The purpose of this emergency deployment is to support effective country response operations related to the COVID-19 pandemic, with a technical focus on overall Health Operations and Technical Expertise (HOTE). The HOTE pillar under the Incident Management Team (IMT) framework includes health services delivery, laboratory, infection prevention and control and clinical management.

### **3. Timeline**

The contract period is from **15 April 2020 to 15 August 2021**. Depending on availability of funds and satisfactory work the contact can be extended.

#### **4. Place of Assignment**

The consultancy will be based in Manila, Philippines with the option of limited remote support (except in the scenario that travel restrictions are reinstated, limiting relocation).

#### **5. Scope of Work**

Under the overall supervision of the WHO Country Office Incident Manager (IM), the Consultant will provide support to strengthen the COVID-19 response activities in the Philippines for HOTE pillar under the IMT.

#### **Method(s) to carry out the activity**

The consultant will be assigned to:

- Provide technical expertise and operational support for the timely response to the COVID-19 outbreak, in collaboration national health officials and other partner organizations.
- Manage the implementation, reporting, performance assessment and evaluation of the approved activities and ensure proper communication with partners as appropriate.
- Support the development and implementation of medium and long-term objectives for COVID-19 response.
- Monitor the implementation of the pillar's activities and present weekly to IMT.
- Provide technical support to national counterparts on matters within the pillar's scope of expertise, (specifically but not limited to clinical care pathways, infection prevention and control and laboratory technical areas) in the context of COVID-19 and in consultation with the IM.
- Contribute to the generation of technical information and resources, and lead knowledge management within the pillar to ensure information are updated and available to members of the IMT.
- Provide day-to-day management and supervision of pillar members meeting with the team at least once a week to ensure smooth delivery of activities, and their reporting.
- Work in coordination with the WHO Country office COVID-19 incident management support team to ensure health service delivery priorities and activities are managed effectively and in compliance with WHO technical guidelines and national standards.
- Perform any other incident-specific related duties, as required by the IM or WHO Country Representative to the Philippines.

**Deliverable:**

- Weekly Situation Reports (Sitreps)
- Progress interim (monthly) report
- Submission of a report at the end of the consultancy

**6. Qualifications**

The contractual partner must fulfil the following qualifications:

**Education and Certifications**

- **Essential:** First university degree in medicine or nursing with an advanced university degree (Master's level or above) in public health, health systems/services administration, health management or health related field from an accredited/recognized institute.

**Work Experience**

- **Essential:** At least seven years of progressive and related experience, at the national and international levels, in areas related to health systems recovery and development, health services delivery in emergencies, extension of health care services to underserved populations/areas, and developing strategies to overcome barriers to accessing health care services, including essential medicines.
- **Desirable:** Prior humanitarian working experience at field level with WHO, other UN agency, health cluster partners; recognized humanitarian organizations or with an international nongovernmental organization with expertise in disaster and health emergencies response.

**Technical Skills and Knowledge**

- Proven skills in policy development, planning, monitoring and evaluating health systems.
- Demonstrated ability to provide sound methodological, technical advice and guidance to multiple stakeholders and partners in health sector reform and public administration reform.
- Demonstrated ability to innovate, integrate, synthesize and communicate complex concepts and ideas verbally and in writing.
- Ability to monitor and communicate progress in terms of process and results.
- Excellent communication, planning and organizational skills

**Language Requirements**

- Fluent written and spoken English required.

### **Other Skills**

- Good Microsoft Office computer skills

In addition, the Consultant must have no direct or indirect interest in the tobacco industry, alcohol industry, arms dealing or human trafficking, and breast milk substitutes.

### **7. Competencies**

- Teamwork
- Respecting and promoting individual and cultural differences
- Communication
- Ensuring the effective use of resources
- Creating an empowering and motivating environment

### **8. Submission Requirements**

Interested individuals should submit electronic copies of the following:

- Cover letter
- Curriculum vitae

Address all applications to:

**Dr Rabindra Abeyasinghe**

WHO Representative in the Philippines  
Ground Floor, Building 3, Department of Health  
San Lazaro Compound  
Rizal Avenue, Sta Cruz, Manila

Please submit the electronic copy of the applications with the title: **Technical Assistance for Leading the Health Operations and Technical Expertise Pillar for the Coronavirus Disease 2019 (COVID-19) Incident Management Team (IMT) in the Philippines** to Mrs Ying Chen ([cheny@who.int](mailto:cheny@who.int)) with a copy to [wpphlwr@who.int](mailto:wpphlwr@who.int). Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of applications is on **10 April 2021**