

NOTICE OF VACANCY

**Technical Assistance as Subnational Support Team
Lead to the ongoing COVID-19 Response Activities**



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is looking for an individual contractual partner in providing technical assistance in leading the subnational support pillar of the COVID-19 Incident Management Team (IMT) at the WHO Country Office Philippines to support the ongoing Coronavirus Disease 2019 (COVID-19) response activities, under short-term consultancy (STC) contract.

The submission of applications is due by 10 July 2022.

2. Background

WHO in collaboration with the DOH have been constantly recalibrating its strategies and approaches with the goal of providing the latest technical support to local government units (LGUs). As the country is transitioning from an acute phase of the pandemic response to sustained management of COVID-19, it is incumbent upon the Member State to adopt a risk-based approaches that will maintain readiness for outbreaks and surges.

Based on the limited experience that we have on the overall response against COVID-19, it is crucial that the response is integrated and anchored on multiple sources of data and information analyzed to provide strategic advice and actions apt for the local context.

It is integral to have people on the ground that can collate data and information from multiple sources while at the same time provide meaningful analysis to be able to influence local stakeholders into developing policies, plans, actions, and strategies that all aims to curb/suppress the community transmission of the virus. The lessons and experiences learned will reinforce the Universal Health Care/Coverage (UHC) and provide the advancement of a resilient health system.

Strong leadership to the subnational support is therefore crucial in this period of transition of the Government of the Philippines.

Outbreak Response

The purpose of this technical assistance is to support the Department of Health (DOH) Philippines and partners for COVID-19 response operations based on priorities, identified gaps and needs for an effective local response against COVID-19 and in consideration of a whole-of-society approach, to reduce transmission, save lives, and end the pandemic.

As part of the Incident Management Team (IMT), the technical assistant will work as team lead of the Subnational Support Pillar of the COVID-19 Incident Management Team (IMT) at the WHO Country Office Philippines in close coordination with the other key technical pillars of the IMT, aimed at subnational preparedness, readiness, response, and recovery.

3. Timeline

The contract period is from **1 August 2022 to 31 January 2023**. Depending on the availability of funds and satisfactory work the contract can be extended.

4. Place of Assignment

The incumbent will be based in Manila, Philippines.

5. Scope of Work

Under the overall supervision of the WHO Country Office Incident Manager (IM), the technical assistant shall perform the following tasks/responsibilities closely with the Department of Health regional counterparts and other partners:

Method (s) to carry out the activity

- Support the WHO Health Emergency Incident Management Team (IMT) as Subnational Support Team Lead in the WHO Country Office in the Philippines in close coordination with the other key pillars of the IMT, in line with support aimed at subnational preparedness, readiness, response, and recovery
- Under the COVID-19 Incident Management Team (IMT), work in close coordination with the Incident Manager (IM) and the concerned IMT focal to ensure response priorities and activities are managed effectively and in compliance with the latest WHO technical guidelines and national standards
- In close coordination with the Regional Directors and/or Assistant Regional Directors provide strategic technical support to the regional counterparts, to ensure influence in the policy environment, translating it into actionable response measures and activities.
- Act as a liaison officer to the Office of the Undersecretary of Health Field Implementation and Coordination Team (FICT) for NCR, Luzon, Visayas and Mindanao.
- As a Pillar Lead, act as a mentor and coach with members in the areas of planning, coordination, logistics, leadership, and role innovation.
- Together with the Incident Manager, prepares the terms of reference (TOR) for notice of vacancy (NOV) need of the Pillar, performs desk review and conducts interview of the applicants for the NOV.
- Prepare reports on a timely manner required by WHO and from activities at assigned areas which needs immediate action and follow-up
- Support Regional and Local IMT or its equivalent in the Regions and local government units (LGUs) in robust data management to generate information that will guide better decision making and planning for actions

- Contribute to the development of tools to assist the LGUs in contextualizing and building capacities in the area of surveillance and response, including available trainings
- Support other priorities as they evolve considering this new pandemic, such as Subnational Initiatives (SNI) for COVID-19 vaccination and Routine Immunization
- Perform other WHE-related or COVID-19-related duties, as required by the Incident Manager (IM) / WHE Team Lead (TL) or WHO Country Representative (WR)

Deliverable:

- Weekly Accomplishment Updates
- Progress interim (monthly) report
- Submission of a report at the end of the consultancy
- Performance Evaluation Form for consultants ending contracts

6. Qualifications

The contractual partner must fulfil the following qualifications:

Education and Certifications

- **Essential:** Degree in the field of public health or nursing from a recognized university
- **Desirable:** Master's continuing programmes in public health, health management, social and behavioural change communication, disaster and humanitarian response interventions

Work Experience

- **Essential:** A minimum of five years of relevant work experience in health sciences at the national or subnational levels, in coordinating, managing, and monitoring projects and programmes in a public health or a humanitarian context
- **Desirable:** Experience with the UN system or other international organizations with projects of implementation at the local level is an advantage

Technical Skills and Knowledge

- Good technical spoken and writing skills
- Excellent communication skills
- Ability to be a catalyst and influencer
- Coordinating, planning, and organizational skills
- Ability to work in a team with limited supervision
- Knowledgeable in basic computer programs
- Efficient organizational and management skills

Language Requirements

- Written and spoken English is essential

In addition, the Consultant must have no direct or indirect involvement or interest, in any form, in the tobacco industry, alcohol industry, arms dealing, drugs or human trafficking, and breast substitutes. The Consultant and personnel involved in this work shall have no conflicts of interest in relation to the work being undertaken. The contractor and personnel involved in this work shall have no conflicts of interest in relation to the work being undertaken.

7. Other Requirements

- Readiness to travel, if needed
- Medical certificate of fitness for work

8. Confidentiality and Property Rights

- All technical documents, reports, tools, and prototype guides are to be treated as confidential and must not be handed over to third parties. These shall be submitted to the WHO and the Organization shall have sole ownership and rights to the completed products. Any reproduction, citation, reference, and use of the said documents and materials requires the permission of the WHO.

9. Ethical and Professional Standards

- WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the WHO Values Charter into practice.
- WHO has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce have a role to play in promoting a safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment, and other types of abusive conduct. To ensure that individuals with a substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, WHO will conduct a background verification of final candidates.

10. Competencies

The following competencies are mandatory:

- Building and promoting partnership across the organization and beyond
- Ability to communicate in a credible and effective way
- Producing results
- Fostering integration and teamwork
- Moving forward in changing environment
- Ensuring the effective use of resources

11. Submission Requirements

Interested individuals should submit electronic copies of the following:

- Cover letter
- Curriculum vitae

Address all applications to:

Mr Lluís Vinals Torres

Officer-in-Charge

Office of the WHO Representative to 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 as Subnational Support Team Lead to the ongoing COVID-19 Response Activities** to Mrs Ying Chen (cheny@who.int) with a copy to wpplwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of application is on **10 July 2022**.