CONSULTANCY

Terms of Reference

The consultancy is ordered by:

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<th>Unit:</th>
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<td>Department:</td>
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1. Purpose of the Consultancy

Member States and WHO are using the INFOSAN network to rapidly and efficiently share information on food safety events of an international nature in order to minimize the public impact of these events. The development and operations of INFOSAN are priorities for the Department of Food Safety and Zoonoses, Non-Communicable Diseases and Mental Health (NMH). A number of new initiatives have stretched the resources at the INFOSAN Secretariat and additional support is required to move certain projects forward, particularly related to INFOSAN members in Spanish-speaking countries. The consultant will assist with several priority projects undertaken by the INFOSAN Secretariat.

2. Background

The International Food Safety Authorities Network (INFOSAN), Department of Food Safety and Zoonoses link up all the national food safety authorities and other relevant national agencies in charge of managing food safety events at the national level. The network is responsible for the development and maintenance of a network community website and tools to ensure an effective international coordination and management of major food safety or food related events, and to provide support to countries in strengthening their food safety surveillance and response capabilities in support of the IHR (2005) implementation.

3. Work to be performed

   **Output 1:** Increased number of active and engaged members registered on the INFOSAN Community Website

   Activity 1.1: To ensure that membership of INFOSAN is strengthened and maintained, including through outreach activities to register Emergency Contact Points and Focal Points and through education of new members by delivery of online training activities including webinars and simulation exercises, with a specific focus on Spanish-speaking countries

   **Output 2:** Support to the INFOSAN Secretariat to identify and follow-up on food safety events, particularly related to Spanish-speaking countries

   Activity 2.1: monitoring of Spanish language media for food safety events of potential international concern

   Activity 2.2: following-up with INFOSAN members in Spanish during international food safety events

   Activity 2.3: Support documentation, summary and analysis of international food safety events for compilation in ad-hoc reports and/or other publications

4. Technical Supervision

The selected Consultant will work on the supervision of:
5. Timelines
Start date: 01/03/2019
End date: 31/05/2019

6. Work effort

<table>
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<tr>
<th>3 Months</th>
<th>☐ And</th>
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<td>(Please note that one month = 20 days)</td>
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Corresponds to a Full-Time Equivalent of: 100 %
(100% equals 40 hours a week – 4 weeks a month)

7. Specific requirements

Qualifications required:
University degree in public health, life science, veterinary medicine, food safety or other related area

Experience required:
- Experience working in the field of food safety (required)
- Experience working with WHO (desirable)
- Experience working with INFOSAN (desirable)

Skills / Technical skills and knowledge:
- familiarity with food safety issues and international emergency response activities
- knowledge of INFOSAN and related activities
- Ability to interact in multidisciplinary and cross-cutting environment involving technical, cultural and political elements
- Sound analytical and organizational skills
- Excellent presentation and communication skills (in English and Spanish)
- Proven ability to work and produce results under pressure in critical situations
- Tact, diplomacy and courtesy
- Ability to work harmoniously as a member of a team, adapt to diverse cultural and educational backgrounds and maintain a high standard of personal conduct

Language requirements:
Essential: Expert knowledge of written and spoken English and Spanish
Desirable: Intermediate knowledge of written and spoken French

8. Place of assignment
WHO HQ, Geneva, Switzerland

Interested parties should prepare their CV in WHO format here:
https://careers.who.int/careersection/ex/jobsearch.ftl then download the CV in PDF format and submit it to infosan@who.int with a short cover letter by 5 February 2019.