



Classified Job Descriptions

Job Description Type:	Specific Job Description	Region:	ESAR
Category:	IP (International Professionals)	Country:	Malawi
Reason for Classification:	Establishment of a new post	Duty Station:	Lilongwe
Level:	P-3	Office:	Malawi Country Office
Title:	Health Specialist	Section:	Health & HIV
Title Information in Parenthesis:	Emergency	Unit:	
CCOG Code:	1103n	Case Number:	MLW24008
UNICEF Code:	HEA	Post Number:	
Classified by:	Natalia Paquin	Classified Date:	12/12/2023
Organizational Context:	<p>The new country programme (2024-2028) envisages the progressive fulfilment of the rights to survival, development, education, protection and participation of all children, including adolescents, especially the most vulnerable and those at risk of being left behind, in an inclusive, resilient and protective environment. This vision is aligned with the Malawi 2063 vision and its 2021–2030 implementation plan (MIP-1), the African Union's Agenda 2063; UNICEF's Strategic Plan, Gender Action Plan III and Innovation Strategy; and the SDGs. The country programme includes child survival and development, learning, skills development and protection, and social policy. All components are supported by the programme and operational effectiveness and efficiency imperatives. Risk-informed programming across the humanitarian and development nexus in all three outcome areas will strengthen disaster preparedness, enhance climate adaptation/mitigation and response, and increase the resilience capacity of institutions, communities and young people. Programming aligns with UNICEF Core Commitments for Children in Humanitarian Action and the Inter-Agency Standing Committee's Transformative Agenda.</p> <p>The overall goal of the UNICEF Malawi Country Programme of Cooperation, 2019-2023, is to contribute to the Government of Malawi's efforts to implement and decentralize policies related to children, focusing on the most disadvantaged and deprived, to have their rights progressively respected and fulfilled so they can survive, grow and develop to their full potential in an inclusive and protective society. The country programme is aligned with country and UNICEF regional and global priorities and is expected to contribute to the Malawi Growth and Development Strategy (MGDS) III, 2018-2022, and the United Nations Development Assistance Framework (UNDAF), 2019-2023, while concurrently working toward the achievement of the Sustainable Development Goals (SDGs).</p> <p>Over the course of the years, Malawi has encountered several diseases and conditions of public health magnitude including disease outbreaks, floods, and natural disasters. UNICEF Malawi has been at the forefront supporting the government of Malawi in disaster preparedness, response, and recovery effort. COVID pandemic, and as of recent, Cyclone Ana and its aftermath posed a significant challenge to its fragile health systems. Efforts to strengthen the health systems to be more resilient and resistant to shock continue.</p>		
Purpose of the Job:	<p>The incumbent will support the provision of access to basic health care to girls, boys, women and men in emergency and post emergency settings, being responsible for the overall planning and management of UNICEF's health response to the emergency and crisis. The incumbent will provide</p>		

Key functions,
accountabilities and related
duties/tasks:

technical guidance and management support throughout the programming processes to facilitate the administration and achievement of concrete and sustainable results according to plans, allocation, results based-management approaches and methodology (RBM), organizational strategic plans and goals, standards of performance, and accountability framework.

1. Health Emergency Preparedness, Response and Recovery

Ensures that adequate health emergency preparedness measures are taken through the development and updating of country contingency plans in liaison with the programme sections, zonal offices Partners and Ministry of Health.

Participates in the formulation and development of plans of action in preparation and response to Public Health Emergencies and health in emergencies and monitors health compliance of all sectors with health emergency plans of action, including financial resources.

In the event of an emergency, takes prompt action as a main coordinator for the direct response by UNICEF Country Office in Public Health Emergencies and be prepared for immediate deployment to support the health emergency response as needed.

Leads and/or participates in needs assessment missions in conjunction with the programme and determine priorities and appropriate intervention by UNICEF.

Participates in and represents UNICEF when needed in emergency response meetings and contributes to assessing the crisis and humanitarian situation in the country with special regard to rights, survival, protection, and wellbeing of children, adolescents, and women.

Assists the Chief of Health and HIV in health emergency operations oversight and programme management to ensure that the funding, budget, management, reporting, and field presence and coordination are managed efficiently and effectively with clear accountabilities.

Prepares inputs for appeals and updates related to emergencies as well as project proposals for other health emergencies. Works with programme sections and senior management to mobilize donor response and recovery/rehabilitation-related funding, including annual or multi-annual humanitarian appeals and documents.

Support responsible government agency to coordinate emergency response.

2. Programme development and planning

Support and contribute to the preparation, design and updating of the situation analysis and management of emergency health related programmes.

Participate in rapid needs assessments for the health sector.

Identify interventions and actions for UNICEF in response to specific emergencies, develop work plans and coordinate implementation.

Help draft funding appeals, donor reports and project proposals related to the response.

Grants monitoring, reporting and management.

Participate in strategic programme discussions on the planning of health programmes. Formulate, design and prepare a sector of the health programme proposal, ensuring alignment with UNICEF's Strategic Plan and Country Programme.

Work closely and collaboratively with colleagues and partners to determine national priorities and competencies to ensure the achievement of concrete and sustainable results.

3. Programme management, monitoring and delivery of results

Plan and/or collaborate with internal and external partners to establish monitoring benchmarks, performance indicators, and other UNICEF/UN system indicators and measurements to assess and strengthen performance accountability.

Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with the government and other counterparts to assess progress and to determine required action/interventions to achieve results.

Actively monitor programmes/projects through field visits, surveys and/or exchange of information with partners/stakeholders to assess progress, identify bottlenecks, potential problems and take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.

Prepare regular and mandated programme/project reports for management, donors and partners to keep them informed of programme progress.

In close consultation with the M&E team, contribute to the office M&E mechanism, including performing results tracking.

Oversee project supply chain in coordination with UNICEF operations staff to provide essential drugs and materials to government and NGO partners.

4. Technical and operational support to programme implementation

Provide technical guidance and operational support to government counterparts, NGO partners, UN system partners and other country office partners/donors on the interpretation, application and understanding of UNICEF policies, strategies, processes, and best practices and approaches on health related issues to support programme development planning, management, implementation and delivery of results.

Support UNICEF's response in health as part of the overall health cluster/sector coordination mechanism. Represent UNICEF in the health and other cluster/sector coordination meetings. Contribute to UNICEF's and the health cluster/sector response strategy, work planning and contingency planning processes with other sectors to ensure cross sectoral response programming. Coordinate more broadly in the health sector and emergency response among the Ministry of Health and other stakeholders at both the national and district levels.

Monitor the coverage of key health interventions among the beneficiary population and share information for internal communication and external coordination.

Support UNICEF information products related to the response, including situation reports.

Participate in emergency preparedness initiatives for programme development, contingency planning and/or to respond to emergencies in country or where designated.

5. Networking and partnership building

Provide technical support to UNICEF and partners including contributing to the development of or sharing relevant standards, protocols, guidelines and training materials for health in emergencies. Conduct joint field visits and evaluations with relevant health sector/cluster partners.

Manage UNICEF's relations with its partners, facilitating administrative actions such as renewing partner contracts, PDs, and managing program finances.

Build the capacity of the Ministry of Health in ensuring that critical existing and emerging diseases, such as Viral Haemorrhagic fevers, Zoonoses, Outbreaks etc., can be identified, tracked and addressed.

Participate in the technical support and guidance for development of behaviour change communication strategies, materials for social and behaviour change and other relevant sectors.

Build and sustain effective close working partnerships with health sector government counterparts, national stakeholders, as well as global partners, allies, donors, and academia. Through active networking, advocacy and effective communication, build capacity and exchange knowledge and expertise to facilitate the achievement of programme goals on child rights, social justice and equity in emergency response.

6. Innovation, knowledge management and capacity building

Apply and introduce innovative approaches and good practices to build the capacity of partners and stakeholders, and to support the implementation and delivery of concrete and sustainable programme results.

Keep abreast and conduct research to provide evidence for implementation of best and cutting-edge practices in health.

Assess, institutionalize and share best practices and knowledge learned.

Organize and implement capacity building initiatives to enhance the competencies of stakeholders to promote sustainable results on health-related programmes/projects.

Support the collection, availability and use of up-to-date high-quality health and nutrition information to support evidence-based advocacy, planning, reporting and budgeting efforts in both the humanitarian and development programmes.

Impact of Results:

The incumbent is a critical member of the health section accountable to the Chief of Health and HIV for emergency preparedness and response planning and implementation. This contributes to upholding the right of the child to health care and the equitable access and utilization of high-quality, shock-responsive, and resilient primary health care, HIV/AIDS, nutrition, and ECD for the women and Children of Malawi.

Is this role a Representative, Deputy Representative, Chief of Field Office, the most senior Child Protection role in the office, Child Safeguarding Focal Point, or Investigator (OIAI)?:

No

Is this post a Direct contact role in which incumbent will be in contact with children either face-to-face, or by remote communication, but the communication will not be moderated and relayed by another person?:

No

Is this post a Child Data role in which incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national ID, location data, or photos)?:

No

The selected candidate for this position will be required to engage with vulnerable children:

No

Competencies and level of proficiency required:

Core Values:
Care
Respect
Integrity
Trust
Accountability
Sustainability

Core Competencies:
Demonstrates self-awareness and ethical awareness (1)
Works collaboratively with others (1)
Builds and maintains partnership (1)
Innovates and embraces change (1)
Thinks and acts strategically (1)
Drive to achieve results for impact (1)
Manages ambiguity and complexity (1)

Recruitment Qualifications:

Education: An advanced university degree in one of the following fields is required: public health/nutrition, pediatric health, family health, global/international health, epidemiology, or another relevant technical field.

*A first level university degree (Bachelor's) in a relevant field, in conjunction with two additional years of relevant work experience (total 7) in health/nutrition, pediatric health, family health, global/international health, epidemiology or a related field may be taken in lieu of an Advanced University degree.

Experience: A minimum of five years of professional experience in public health and nutrition as well as emergency preparedness and response which includes disease outbreaks like Ebola and Cholera. Proven experience in health-related programme management cycle is essential. Specific experience on maternal and child health is required. Experience working in a developing country as well as in sub-Saharan Africa is considered as an asset. Relevant experience in a UN system agency or organization is considered as an asset.

Background and/or familiarity with emergency is considered as an asset.
Familiarity with UN IASC cluster approach would be an asset.

Language Requirements: Fluency in English, both verbal and written skills is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) is an asset.

Attachments: [MLW24008 - Health Specialist \(Emergency\), P3, Lilongwe, MCO - Signed.pdf](#)
[Org Chart - Health.pdf](#)

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