

TERMS OF REFERENCE FOR A TEMPORARY CONTRACT

JOB TITLE	:	Health Specialist (MNH)
CONTRACT TYPE	:	Temporary Appointment (TA)
JOB LEVEL	:	National Officer, mid-level manager (NOC)
DURATION	:	11 Months
LOCATION	:	Bujumbura, Burundi
SUPERVISOR	:	Chief, Health & Nutrition Section
STARTING DATE	:	September 1st, 2021

I. JOB ORGANIZATIONAL CONTEXT

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programmes, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. Therefore, the focus on equity is so vital, especially within the context of covid-19 pandemic with its impact in low settings like in Burundi. There is a need to accelerate progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

In Burundi, the latest facility survey revealed that only two out of ten emergency obstetric care facility meet the minimum requirement for quality maternal and neonatal care services. Despite progress made over the last two years, about 74% of health facilities need additional support to remove bottlenecks related to the availability of basic equipment required by WHO guidelines. Besides, the health system continue to face the impact of pandemic and outbreak on the continuity of essential MNCH services delivery at both facility and community levels, hindering national efforts to meet 2030 SDGs related to maternal, newborn and child health field. Within its end cycle programme document 2019-2023, UNICEF has prioritized this aspect and need to recruit additional expertise (Health Specialist - MNH).

II. PURPOSE OF THE POSITION

The Health Specialist, with specific expertise on maternal and newborn health (MNH) programmes and humanitarian context, reports to the Head of Health/Nutrition Section, for guidance and general supervision. The Health Specialist supports the development and preparation of the health programme and is responsible for managing, implementing, monitoring, evaluating, and reporting the programme progress of the health programme (e.g. gender, maternal, neonatal, child survival/development) within the country programme. He/She will provide 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.

III. KEY FUNCTION, ACCOUNTABILITIES AND RELATED DUTIES/TASKS

Incumbent will have five main responsibilities and accountability as follow:

1. Support to programme development and planning

- Support and contribute to the preparation, design and updating of the situation analysis for the health/Nutrition sector in emergency context to establish an operational plan for the project' implementation.
- Support UNICEF's response in maternal, newborn and child health (or reproductive health), in the context of Covid 19 pandemic and other health emergency issues, including the overall health sector coordination mechanism
- Keep abreast of development trends to enhance programmes management, efficiency, and delivery.
- Participate in strategic program discussions on the planning of health programmes the implementation of the Minimal Initial Service Package (MISP) for reproductive health in emergencies.
- Work closely and collaboratively with colleagues and partners to discuss strategies and methodologies, and to determine national priorities and competencies to ensure the achievement of concrete and sustainable results.
- Provide technical and operational support throughout all stages of programming processes to ensure integration, coherence, and harmonization of project planning with other sectors and achievement of results as planned and allocated
- Contribute to UNICEF's and the health cluster/sector response strategy, work planning and contingency planning processes.
- Contribute with critical thinking capacity to UNICEF efforts at delivering transformative results, with maximum impact on child and mother health and wellbeing
- Provide technical support to UNICEF and partners including contributing to the development of or sharing relevant standards, protocols, guidelines, and training materials.
- Contribute to resource mobilization efforts including preparation of emergency funding appeals for UNICEF and health cluster/sector mechanisms.
- Support to evidence generation activities such as SARA, End-line survey, etc...

2. Program management, monitoring and delivery of results

- Actively monitor programs/projects through meetings with partners and/or exchange of information with partners to assess progress, identify bottlenecks and potential problems and take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Monitor the coverage of key reproductive/maternal and neonatal health interventions among the beneficiary population and share information for internal communication and external coordination
- Follow up on the implementation of the project activities.
- Plan and monitor to ensure program activities and spending are completed on time.
- Monitor and verify the optimum/appropriate use of sectoral programme resources (financial, administrative and other assets) confirming compliance with organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity and ensuring timely reporting and liquidation of resources.
- Conduct joint field visits and evaluations with relevant health sector/cluster partners
- Prepare regular/mandated programme/project reports for management, donor, and partners to keep them informed of programme progress.
- Contribute with relevant information on maternal and neonatal health for UNICEF's situation reports

3. Technical and operational support to program implementation

- Support reestablishment and enhancement of a sustainable decentralized public health system for maternal, neonatal and child health services at community and health facility level
- Provide technical support to UNICEF and partners to reinforce technical capacities of the selected training hub hospitals and ensure appropriate quality health services in EONC, BEmONC are delivered to beneficiaries
- Support the UNICEF office and Supply Division to provide essential drugs, Oxygen devices and materials to government and NGO partners, towards the reestablishment of primary health services in all affected areas through community-based, mobile and fixed health facilities as defined by the Ministry of Health.
- Participate in discussions with national partners, clients, and stakeholders to promote health and development issues, especially in the areas of maternal and neonatal health, and child survival and development.
- Develop behaviour change communication materials for maternal and neonatal health
- Support the management, and execution of project activities.
- As required, participate in health and nutrition program meetings.

4. Networking and partnership building

- 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; including participation in the maternal/neonatal health working group.

- Participate and/or represent UNICEF in appropriate inter-agency (UNCT) discussions and planning on health-related issues specifically on Maternal and new born health ensuring organizational position, interests and priorities are fully considered and integrated in the UNDAF process in development planning and agenda setting.

5. Innovation, knowledge management and capacity building

- Organize and implement trainings, serving as the trainer, to strengthen partner capacity related to Maternal and newborn health (MNH);
- Support basic assessment of health facilities.
- Contribute to the development and implementation of policies and procedures to ensure optimum efficiency and efficacy of sustainable programs and projects.
- Organize and implement capacity building initiatives to enhance the competencies of stakeholders to promote sustainable results on health-related programs/projects;
- Support evaluation of trainings and knowledge management to ensure learning is documented.
- Support the management, and execution of project activities;
- Assess, institutionalize and share best practices and knowledge learned.

IV. IMPACT OF RESULTS

The efficiency and efficacy of support provided by the Health Specialist to programme preparation, planning and implementation facilitates the delivery of concrete and sustainable results that directly impact the improvement of the maternal, new-born and child health, specifically for the most marginalized and vulnerable women and children in the country. This in turn contributes to maintaining and enhancing the credibility and ability of UNICEF to continue to provide programme services for mothers and children that promote greater social equality in the country.

V. COMPETENCIES AND LEVEL OF PROFICIENCY REQUIRED (BASED ON UNICEF PROFESSIONAL COMPETENCY PROFILES).

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

Core Competencies

- Nurtures, Leads and Manages People (1)
- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drives to achieve impactful results (2)
- Manages ambiguity and complexity (2)

Functional Competencies

- Analyzing (3)
- Deciding and Initiating action (2)
- Applying technical expertise (3)

VI. RECRUITMENT QUALIFICATIONS

Education: An advanced university degree in Health (Doctor of Medicine), a master's in public health is an asset.

Experience:

- A minimum of 5 years of experience in the health field, including the coordination of maternal, newborn and child health programme.
- Experience in a position of responsibility at the operational level (Health district / Hospital)
- Extensive experience in a bilateral and /or international cooperation project
- Relevant experience in inter-agency mechanisms for project coordination in maternal and child health
- Experience in conducting training, building capacity of partners and coordinating partners.

Language Requirements: Fluency in French and local language (Kirundi). Knowledge of English is an asset.

Computer skills: Word, Excel and Power Point.