

TERMS OF REFERENCE

(FOR Temporary Appointments)



UNICEF-BCO: TERMS OF REFERENCE (TOR)

Job Title and Level: Health Specialist, NOC

Section: Programme - Health, Dhaka

Duration: 364 Days

Duty Station: Dhaka

Reports to: Health Manager

1. Purpose of Assignment:

The Health Specialist reports to the Health Manager (Level 4) 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 a sector of the health programme (e.g. gender, maternal, neonatal, child survival/development) within the country programme, with a focus on UHC through PHC and health financing. The Health Specialist provides 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.

2. Major duties and responsibilities:

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| 1 | <p>Support to programme development and planning in UHC through PHC and health financing</p> <ul style="list-style-type: none">• Support and contribute to the preparation, design and updating of the situation analysis for the sector(s) to establish a strategic plan for development, design and management of health related programmes. Keep abreast of development trends to enhance programme management, efficiency and delivery.• 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, the Country Programme, as well as coherence/integration with the UN Development Assistance Framework (UNDAF), regional strategies, and national priorities, plans and competencies.• Establish specific programme goals, objectives, strategies, and implementation plans based on results-based planning terminology and methodology (RBM). Prepare required documentations for programme review and approval.• 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 programmes/projects with other UNICEF sectors and achievement of results as planned and allocated.• Coordination with Government of Bangladesh and other relevant stakeholders for Design, coordination, planning and implementation of UHC focused reform including health financing, prioritizing urban and rural PHC |
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2	<p>Programme management, monitoring and delivery of results in UHC through PHC and health financing</p> <ul style="list-style-type: none"> • 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, coherence and delivery of concrete and sustainable results for the assigned sector in health programmes, especially Primary Health Care system to achieve Universal Health Coverage in urban and rural areas. • 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. • Prepare and assess monitoring and evaluation reports to identify gaps, strengths and/or weaknesses in programme management, identify lessons learned and use knowledge gained for development planning and timely intervention to achieve goals. • 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. • Monitor and verify the optimum and 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, ensuring timely reporting and liquidation of resources. • Prepare regular and mandated programme/project reports for management, donors and partners to keep them informed of programme progress.
3	<p>Technical and operational support to programme implementation in UHC through PHC and health financing</p> <ul style="list-style-type: none"> • 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. • Participate in discussions with national partners, clients and stakeholders to promote health and development issues, especially in the areas of gender, emergency preparedness, maternal and neonatal health, and child survival and development. • Draft policy papers, briefs and other strategic programme materials for management use, information and consideration. • Participate in emergency preparedness initiatives for programme development, contingency planning and/or to respond to emergencies in country or where designated. • Technical support to MOHFW and relevant line directors on strengthening UHC through PHC
4	<p>Networking and partnership building in UHC through PHC and health financing</p> <ul style="list-style-type: none"> • 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. • Prepare communication and information materials for CO programme advocacy to promote awareness, establish partnerships/alliances, and support fund raising for health programmes (maternal, neonatal and child survival and development). • Participate and/or represent UNICEF in appropriate inter-agency (UNCT) discussions and planning on health-related issues to collaborate with inter-agency partners/colleagues on UNDAF planning and preparation of health programmes/projects, ensuring organizational position, interests and priorities are fully considered and integrated in the UNDAF process in development planning and

	<p>agenda setting.</p> <ul style="list-style-type: none"> • Coordinating with Ministry of Health and Family Welfare senior officials, HEU, Planning Commission and developmental partners for strategic design and implementation of Health financing and UHC
5	<p>Innovation, knowledge management and capacity building in UHC through PHC and health financing</p> <ul style="list-style-type: none"> • 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. • Contribute to the development and implementation of policies and procedures to ensure optimum efficiency and efficacy of sustainable programmes and projects. • Organize and implement capacity building initiatives to enhance the competencies of stakeholders to promote sustainable results on health related programmes/projects.

3. QUALIFICATION and COMPETENCIES (indicates the level of proficiency required for the job.)

EDUCATION & OTHER SKILL:

An advanced university degree in one of the following fields is required: public health/nutrition, pediatric health, family health, health research, global/international health, health policy and/or management, environmental health sciences, biostatistics, socio-medical, health education, epidemiology, or another relevant technical field.

Degree or diploma in health economics is an asset

WORK EXPERIENCE:

A minimum of five years of professional experience in one or more of the following areas is required: public health/nutrition planning and management, maternal and neonatal health care, or health emergency/humanitarian preparedness.

Experience in health financing is an asset.

Experience working in a developing country is considered as an asset.

Relevant experience in a UN system agency or organization is considered as an asset.

LANGUAGE PROFICIENCY:

Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.

COMPETENCIES/SKILLS: UNICEF foundational/functional competencies

Values

- Care
- Respect
- Integrity
- Trust
- Accountability

Competencies

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

Child Safeguarding Certification

(to be completed by Supervisor of the post)

Child Safeguarding refers to proactive measures taken to limit direct and indirect collateral risks of harm to children, arising from UNICEF’s work or UNICEF personnel. Effective 01 January 2021, Child Safeguarding Certification is required for all recruitments.

<p>1. Is this position considered as "elevated risk role" from a child safeguarding perspective?* If yes, check all that apply below.</p>	<p style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>2a. Is this a Direct* contact role?</p> <p>2b. If yes, in a typical month, will the post incumbent spend <u>more than 5 hours</u> of direct interpersonal contact with children, or work in their immediate physical proximity, with limited supervision by a more senior member of personnel.</p> <p><i>*"Direct" contact that is either face-to-face, or by remote communicate, but it does not include communication that is moderated and relayed by another person.</i></p>	<p style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <hr/> <p style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>3a. Is this a Child data role? *:</p> <p>3b. If yes, in a typical month, will the incumbent spend <u>more than 5 hours</u> manipulating or transmitting personal-identifiable information of children (names, national ID, location data, photos)</p> <p><i>* "Personally-identifiable information", in this context, means any information relating to a child who can be identified, directly or indirectly, by an identifier like a name, ID number, location data, photograph, etc. This is a "child data role".</i></p>	<p style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <hr/> <p style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>4. Is this a Safeguarding response role*</p> <p><i>*Representative; Deputy representative; Chief of Field Office; the most senior Child Protection role in the office; any focal point that the office designated for Child Safeguarding; Investigator (Office of Internal Audit and Investigations</i></p>	<p style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>5. Is this an Assessed risk role*?</p> <p><i>*The incumbent will engage with particularly vulnerable children¹; or Measures to manage other safeguarding risks are considered unlikely to be effective².</i></p>	<p style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

¹ Common sources or signals of additional vulnerability may include but are not limited to: age of the child (very young children); disability of the child; criminal victimization of the child; children who committed offences; harmful conduct by the children to themselves or others; lack of adequate parental care of the children; exposure of the children to domestic violence; a humanitarian context; a migrant (refugee/asylum-seeking/IDP) context. No 'baseline' vulnerability will be set. Hiring Managers will need to use judgment, taking into consideration the implications that follow from an assessed risk role (additional vetting scrutiny, training).

² i.e. the role-risk will be compounded by other residual risks.