

**Terms of Reference for Health and Nutrition Specialist
(Temporary Appointment)**

Duty Station: Manila

Level: NO-3

Duration: 364 Days

Funding: SC210759, SC220024, and SC210564

Supervision: H&N Chief – P4

Purpose: The Health and Nutrition Specialist contributes to the achievement of concrete and sustainable results in the area of health and nutrition according to the plans, allocation, result-based management approaches and methodology and UNICEF Philippines Country Programme Cycle 8 under output 1.2 of outcome one (Survive and Thrive).

MAIN TASKS AND RESPONSIBILITIES: (refer to GJP)

Support to program development, planning and review

1. Technical support to the development, dissemination and utilization of the national and sub-national policy and frameworks for maternal and newborn health, child health (non-EPI), and WASH in health facilities, nutrition, and adolescents – under the context of primary health care.
2. Participate and provide technical inputs to the development of the country programme cycle 9 (CPC9) through participation in the section-level analysis, discussions, office-wide discussions, and inputs to the draft CPC documents.
3. Using the RWP 2022-2023, develop implementation plans and modalities of the engagement for the implementation of the activities under output 1.2 (non-EPI) at the national and sub-national levels.
4. Technical support and strategic guidance to existing development and emergency technical working groups and multi-sectoral coordination bodies to review national, and sectoral plans and policies for enhancement/ alignment and preparation for the development of the new development.
5. Support the Chief of Health and Nutrition in preparation, and documentation, quarterly, mid-year and end-year reviews for output 1.2 – Child Health (analysis of data for the output indicators, reporting on the progress against the RWP activities, analysis of constraints, and enabling factors, preparation of the slides/documentation).
6. Work closely and collaboratively with colleagues and partners in health, nutrition, WASH, Education, Protection and Social Policy to discuss strategies and methodologies, and to determine national priorities and competencies to ensure the achievement of concrete and sustainable results.
7. 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.
8. As required by the programme, develop quality proposals and donor reports, toolkits, and programme policy papers when required.

Program management, monitoring and delivery of results

The Health and Nutrition Specialist TA will assist the Chief of Health and Nutrition in management of the non-EPI activities that are conducted through third party (PCA, institutional contracts, consultancies), and those activities that are implemented in UNICEF supported provinces and BARMM region.

1. Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with the relevant government and other counterparts to assess progress and to determine required action/interventions to achieve results.
2. Assess the need for the third party engagement for implementation of the RWP 2022-2023 activities and work with Chief of H&N on the development of the programme documents, monitoring framework and take active role in facilitating the contractual arrangement, monitoring and documentation of results.
3. 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.
4. Prepare regular and mandated programme/project reports for management, donors and partners to keep them informed of programme progress.
5. Operational support to the programme management – output 1.2
 - a. Facilitate achieving the key benchmarks for the grants utilization, DCTs monitoring, and programme visits.
 - b. Facilitate weekly monitoring of the expiring grants and monthly monitoring of the utilization of all grants under output 1.2
 - c. Monitor the timely procurement of the planned supplies, contracting of the institutions and individual consultants to support technical tasks as per the output 1.2 RWP.

Technical and operational support to program implementation

1. Support to DOH DPCB in developing a Clinician Support Tool for the implementation of Omnibus Health Guidelines for Child and Adolescent Life Stages (to be completed by February 2023).
2. Facilitate UNICEF's support for the quality of care-related activities for improving maternal and child health and nutrition services in LGU health facilities in UNICEF-supported provinces and BARMM.
3. Facilitate UNICEF's support for Joint Memorandum Circular on rights of persons deprived of liberty (PDL)
4. Provide technical support to the efforts at the national and sub-national level aiming at Strengthening Primary Health Care and Referral System for Non-communicable diseases prevention and Management (Eli Lilly grant)
5. Provide technical support to the Department of Health's Health Promotion Beauru and Department of Education on planning and implementation of the Healthy Learning Institutions initiative.
6. Technically facilitate the activities related to the last mile support to COVID-19 prevention and management (non-vaccine).
7. Provide back up support to the roll out of Health in Emergencies Workshop at subnational level
8. Provide technical support to DOH HEMB in the development of MHPSS Service Providers Training Module
9. Facilitate UNICEF support the Child Road Traffic Injury Prevention activities such as CRTIP landscape analysis, costing studies, and PCA management (HDES, UP-NCTS, PLCPD, ImagineLaw).
10. Provide technical assistance to DOH, UNICEF-supported provinces and BARMM in the translation of the PHC Law and guidelines into tangible plans that lead to improving the quality of PHC services.

11. Technical and facilitation role in the development of recommendations and plan for improved routine health information system including a review of the current information system, coordination with UNICEF Regional Office and headquarters for timely technical assistance to the Philippines, development, and implementation of the models for the effective routine health information system in UNICEF supported provinces and BARMM.
12. Draft policy papers, briefs and other strategic programme materials for management use, information and consideration
13. Participate in emergency preparedness initiatives for programme development, contingency planning and/or respond to emergencies in the country or where designated.
14. Collaborate with the Nutrition section in the finalization and implementation of the maternal, newborn, child and adolescent nutrition guidelines and tools, support the evaluation of the F1KD and any other technical tasks.
15. Collaborate with the WASH section in advocacy and technical support for the areas related to the WASH in health facilities, and promote models for the nationwide scale up at all levels of health facilities
16. Collaborate with the education sector in areas related to the school health programmes.

Networking and partnership building

1. 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).
2. Participate and/or represent UNICEF in appropriate inter-agency task teams/groups discussions and planning on health-related issues to collaborate with inter-agency partners/colleagues on UNPFSD 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 agenda setting.
3. Participate in the office level taskforces, working groups and other platforms as and when assigned by the office management.

Innovation, knowledge management and capacity building

1. 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.
2. Assess the need for documentation and research/reviews under the maternal and newborn health, child health including road traffic injury prevention, develop scope of work, and facilitate the technical documentation.
3. In collaboration with communication unit of PCO, take lead on drafting key press releases, talking points, programme summary and other required documentation for the output 1.2.
4. Contribute to the office level documentations, knowledge management initiatives, data analysis and reporting.
5. Facilitate and take lead in maintaining an inventory of the latest data on Health and Nutrition, carry out analysis of the routine health and nutrition data and information, share the results and analysis with the section colleagues, BARMM colleagues and the counterparts, to contribute to the evidence based planning and monitoring of the programme activities.
6. Organize and implement capacity building initiatives to enhance the competencies of stakeholders to promote sustainable results on health-related programmes/projects.

Knowledge / Expertise / Skills Required:

Education

An advanced university degree in Medicines, Public Health, Pediatric Health, Gyn/Obstetrics, Health System Strengthening, Family Health, International Health health policy and/or management, environmental health sciences, biostatistics, socio-medical, health education, epidemiology, is required.

Work Experience

1. A minimum of five years of professional experience in one or more of the following areas is required: public health with a focus on planning and management, maternal and neonatal health care, and health emergency/humanitarian preparedness.
2. A mixed experience in field-level implementation support and strategic-level engagement is considered as an asset.
3. Experience working in a developing country is considered as an asset.

Language

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

Competency Profile

- Core Values (Required)
Care, Respect, Integrity, Teamwork, Accountability. Sustainability (CRITAs)

Core Competencies

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

Prepared by:	Certified by:	Approved by:
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