

TERMS OF REFERENCE FOR TENfPORARY APPOINTMENT

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| Post Title  Contract type | : Immunization Officer |
| Proposed level : | : NOB |
| Duration | : I year |
| Duty Station | : Aden Field Office - Yemen |
| Supervisor | : Health & Nutrition Specialist |

PURPOSE:

In support of UNICEF's commitments to the Global Vaccine Action plan (GVAP), the global and regional accelerated disease control goals for Polio, Measles and Maternal and Neonatal Tetanus and Yemen's commitments to GAVI business plan for Health System Strengthening (HSS) and GAVI/ UNICEF plans for addressing inequities, Aden field office will recruit a National Technical Officer for EPI.

MAIN DUTIES AND RESPONSIBILITIES:

Programme Planning and Development in the selected districts for the implementation of Equity focused approach:

* Accountable for disparity identification and analysis in the selected districts for the implementation of Equity focused approach.
* Using an Equity lens, provide Guidance at the Governorate and District levels in the planning, implementation, evaluation of integrated community based interventions, targeting the underserved through a micro planning and work plan per team in the selected districts for the implementation of the equity approaches, to ensure the vulnerable populations (as per the definition in the equity specific plan of action for Yemen) are located and targeted in the micro plans.
* Accountable for the collection of disaggregated data (age group, gender, geographic location and ethnicity if possible) during the implementation of community based immunization, as planned in micro plan.
* Accountable for proper planning of integrated EPI, MNCH and IMCI sessions in selected districts, before the activity is launched as planned.
* Ensurc HSS throughout, Contribute towards ensuring that health systems strengthening efforts address immunization inequities.
* Collaborate with other UNICEF sectors, particularly Nutrition and programme communication to ensure integration of the Immunization Programme with other interventions particularly the CMAM programme.
* Ensures the development of adequate communication plans and micro planning for social mobilization activities and community participation.

Programme Delivery in the selected districts for the implementation of Equity focused approach:

* Ensures coordination with governorates and districts for planning and proper service deliveo,' and supervision plan during the implementation of Immunization activities targeting the underserved as per micro plan.
* Provides guidance and technical support to government and NGOs for planning and service delivery at district level.
* Identifies training needs, coordinate, and participate in the development of training and orientation activities for government personnel and beneficiaries, for the purpose of capacity building, equity and sustainability of the EPI programme and promotion/expansion of coverage of services.
* Coordinates the integrated health services delivery and health education,
* Ensures monthly meetings between the community, the CHW and the health facility staff are planned and achieved.

Monitoring/Evaluation/coordination of operational aspects of GAVI/UNICEF business plan for addressing the equity gap:

* Ensures timely collection of immunization data
* Ensures monitoring of immunization coverage for Measles, Penta 3, Pneumococcal, Rotavirus, polio in selected districts.
* Ensures disaggregation of data per gender, age, immunizing officer (health facility or CHW), and district.
* Analyze and evaluate data to assess the impact of interventions and achievement of objectives and recommend corrective measures as appropriate.
* Provides technical support to government counterparts and other partners on planning and management of integrated monitoring and evaluation of the programme.  Behave as the link between UNICEF and EPI /selected Governorates.

Broader routine immunization related activities:

* Supports the planning, implementation, supervision and evaluation of the outreach  activities
* Ensures coordination with WHO and governorate teams in strengthening the surveillance activities (polio, measles, and disease surveillance).
* Support preparation for and participate in regular program reviews at governorates and district level
* Supports the monitoring of cold chain equipment and vaccines at governorate/district levels
* Ensures timely vaccine forecast vaccine, injection supplies and cold chain for routine immunization and campaigns.
* Liaise with Yemen Country office and MoPHP for timely delivery of vaccines and other supplies.

Accelerated Disease control initiatives' related activities:

* Suppolts the planning, implementation, supervision and evaluation of all disease accelerated disease control activities especially the campaigns
* Ensures coordination with WHO and governorate teams in strengthening supervision and monitoring of the campaign including Post campaign assessment.
* Supports preparation for and participate in regular reviews of progress towards reaching disease control goals.
* Liaise with C4 team in UNICEF and with HEC to ensure planning, implementation and monitoring of the communication and social mobilization activities for all campaigns

MINIMUM QUALIFICATIONS:

* University Degree in one of the disciplines relevant to the following areas: Medicine, Public Health, Pediatric Health, Global/lnternational Health, Health Policy and Management, Family Health, Socio-medical Sciences, Health Education, Epidemiology, or other fields relevant to immunization.
* Three to five years of professional experience in public health / immunization / IMCI / MNCH / Nutrition at national, governorate or district level in development, planning, implementation, monitoring, and evaluation of programs.

 Fluency in Arabic with a working knowledge of English (written and spoken).  Computer literacy; including knowledge of spread sheet, word processing,

COMPETENCIES:

i) Core Values (Required)

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| • Commitment • Diversity and Inclusion  ii) Core Competencies (Required) | • Integrity |
| • Communication [I] • Working with People [I] | • Drive for Results [I] |

iii) Functional Competencies (Required)

* Formulating Strategies and Concepts [I] • Analyzing [I]
* Applying Technical Expertise [I] • Learning & Researching [I]
* Planning and Organizing [I]

DUTY STATION AND TRAVEL

Post is based in Aden at the UNICEF Field Office