

**Terms of Reference
Consultant
Technical Support Officer
Global Health Cluster**

This consultancy is requested by:

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| Unit: | Global Health Cluster |
| Department: | Health Emergency Interventions / WHO Health Emergencies Programme |

Background

As Inter-Agency Standing Committee (IASC) designated Cluster Lead Agency, the World Health Organization (WHO) hosts the Global Health Cluster (GHC) within the WHO Health Emergencies Programme (WHE). Global Health Cluster agencies work collectively, in support of national authorities, to provide timely, effective and appropriate actions to minimize the health impacts of humanitarian and public health emergencies through strengthening of service delivery, addressing gaps, and promoting effective leadership. Currently there are approximately 900 Health Cluster partners (of which 59 are at global level) across 31 Country Health Clusters, targeting the health needs of 83.8 million people.

Global Health Cluster Unit

Within WHO's Health Emergencies Programme, the Global Health Cluster (GHC) unit leads, coordinates and monitors the work of the Global Health Cluster and coordinates its work with other partner agencies, WHO Departments and Regional Offices. The GHC unit contributes to the effectiveness and quality of Country Health Cluster performance by promoting predictable response and collective action by GHC partners in accordance with IASC and health sector related policies and good practice. This work is guided by the GHC Strategy 2020-2023.

The COVID19 pandemic presents an unprecedented threat to global public health and socio-economic stability particularly in countries affected by humanitarian crises where health systems are weak and large numbers of vulnerable people live in sub-optimal conditions which may accelerate COVID19 transmission. In response, the Global Health Cluster has scaled-up its country coordination support to provide context appropriate technical and operational guidance to effectively implement the COVID-19 Strategic Preparedness and Response Plan (SPRP 2021) as an integral component of the 2021 Humanitarian Response Plans both to mitigate the direct impact of COVID19 but to also maintain the provision of existing humanitarian action, including essential health services.

The GHC COVID19 Task Team was established in May 2020 to lead this work within the context of its Terms of Reference and overall objectives including: (1) collate country-level technical, operational and coordination challenges; (2) promote and support adaptation and use of COVID19 guidance for low capacity and humanitarian settings; (3) support multi-sectoral action (4) capture and share lessons learned, good practices; and (5) advocacy to address unmet needs/ operational barriers.

Purpose of the consultancy

The purpose of this consultancy is to support the work of the **Global Health Cluster COVID-19 Task Team** to strengthen the coordination and effectiveness of Health Cluster preparedness and response through harmonized efforts to identify and promote minimum standard, practical solutions to technical and operational challenges to mitigate the impact of COVID-19 amongst vulnerable populations affected by humanitarian crises.

Specific objectives of consultancy

Under the supervision of the Global Health Cluster Focal Point for the GHC COVID-19 Task Team the consultant will work in close collaboration with GHC Unit, GHC COVID 19 Task Team, and other external subject matter experts to undertake the following activities:

1. Support systematic collation of information on current status, challenges faced and/or gaps in guidance from Cluster countries and partners on COVID-19 vaccination in humanitarian settings.
 - Regularly collate qualitative information on key variables liaising with health cluster coordination teams and key partners or through brief key informant interviews
 - With support from GHC COVID-19 Task Team Information Management Officer (IMO) conduct surveys and additional secondary data gathering if needed
 - Ensure documentation of qualitative data and entry into database
 - Review qualitative information and conduct analysis to generate findings on emerging challenges, barriers faced by populations of concern to receive COVID-19 vaccination
 - Work with GHC COVID-19 IMO to reflect findings in
 - live dashboard tracking COVID-19 vaccination
 - reports produced minimum every two weeks
2. Strengthen shared learning through supporting the development of thematic webinars, and identification of good practice and tools on all aspects of COVID-19 response
 - Conduct survey with health clusters and health cluster partners to determine priority needs for a series of expert led thematic webinars for peer to peer / cluster to cluster support
 - Collate tools from Health Clusters and partners useful for shared learning e.g. for use in webinars, GHC COVID-19 newsletters, highlighted on GHC COVID-19 webpage, case studies to be conducted
 - Populate GHC COVID-19 webpage with selected tools developed by Health Clusters and partners identified as useful for shared learning
3. Support overall GHC COVID-19 Task Team functioning
 - Assist task team meetings, including scheduling, writing quarterly updates, managing meeting and communications

Expected Deliverables

- Brief key informant interviews conducted minimum 8 per month
- Qualitative data documented in Database

- Live dashboard tracking vaccination in humanitarian settings kept up to date
- Report tracking COVID-19 vaccination in humanitarian settings produced and disseminated minimum every two weeks
- Survey conducted to identify priority areas for a series of thematic webinars on COVID-19 response
- Webpage of tools on COVID-19 response developed by Health Clusters and partners useful for shared learning populated.

Timetable

The timeline of these Terms of Reference is **1st August to 31st December 2021**. Any adjustment of this arrangement or establishment of a new agreement with different responsibilities and/or administrative arrangements, may be sought beyond the above period by WHO depending on performance and evolution of the Global Health Cluster program of work, in prior agreement with the Global Health Cluster Coordinator.

Person specification

Essential:

- Advanced university degree in public health.
- At least 5 years of experience in public health response in humanitarian settings
- Knowledge of IASC protocols and guidelines, tools and policies, current COVID 19 guidance
- Proven experience in qualitative and quantitative research
- Experience of working collaboratively with multiple internal and external stakeholders.
- Excellent communication skills, both oral and written
- Fluent English

Desirable:

- Medical or nursing degree
- Training in disaster management.
- Experience in outbreaks and/ or vaccination programming and monitoring
- Experience with WHO, UN Agencies or International NGOs
- Previous experience of the cluster approach & demonstrated understanding of the health cluster at global and country level.
- Arabic, French or Spanish language skills

Budget

The costs for the work include a monthly payment to the consultant and will be dependent upon experience and agreed by the GHC Coordinator.

Administrative support

Support for the consultancy will be provided by the GHC Unit based in WHO Geneva.

Place of assignment

This is a home-based consultancy.

Travel

Travel is not anticipated within the scope of this ToR.

Medical clearance

The selected consultant will be expected to provide a medical certificate of fitness for work.

Application process

To apply please send the **following by 12 July 2021 to healthcluster@who.int**

- letter of interest, highlighting examples of successful undertaking of similar work
- curriculum vitae