



TERMS OF REFERENCE

Health System Strengthening Officer

(Fixed Term NO B)

BACKGROUND

The UNFPA 6th country programme period is from 2008 to 2012. The overarching principles of UNFPA's support are national capacity building, system strengthening and sustainability based on the principles of the Paris Declaration and in response to the new aid environment. Guided by this, UNFPA supports policy implementation at the national level in the relevant thematic areas of Reproductive Health (RH), Population and Gender by streamlining young people, GBV and humanitarian assistance in UNFPA regular support programmes. To translate national policies into practice, at the district level, UNFPA supports strengthening government health service delivery, demand creation for RH services by communities and marginalized groups and mainstreaming population and gender in local development plans and budgets.

To better position UNFPA at the national and sub-national levels for effective delivery of technical assistance to the Government of Nepal, UNFPA has restructured its organization. The new office structure of UNFPA, requires competent and committed human resources to support national reproductive health, population and gender programmes based on the ICPD Programme of Action.

DUTIES AND RESPONSIBILITIES

Under the overall guidance of the UNFPA Deputy Representative and supervision of the RH Assistant Representative, the Health System Strengthening Officer (HSSO) will be responsible for ensuring efficient and effective implementation of the activities of the RH component to produce high quality results-based programming and performance.

A. Technical support

i) Central level

- ✓ Provide technical assistance to UNFPA CO and MoHP in implementation of NHSP II pertaining to UNFPA mandate;
- ✓ Support GoN/ NHTC to develop their training strategy on RH and assist them to develop packages for RH related training/orientations and coordinate for quality RH trainings at district, regional and central level;
- ✓ Coordinate with divisions and centres (FHD, LMD, MD, NCASC, NHTC, NHEICC) to mobilize technical support as well as commodities and human resources to the districts as per the need;
- ✓ Contribute to the national level RH related policy, strategies and guidelines formulation and development of operational plans and manuals;
- ✓ Provide technical support to Humanitarian Response Specialist and Co-financed project coordinators;
- ✓ Provide technical inputs for the effective implementation of Joint Programme/LGCDP, particularly in relation with the functions of a decentralized delivery of Reproductive Health Services as well as increasing demand for RH services especially among socially excluded population;
- ✓ Develop and review ToRs for procuring technical support as applicable;
- ✓ Appraise proposals and make recommendations to the Country Office for course of action;
- ✓ Integrate district experiences and lessons learned in policy and advocacy with central level partners and vice-versa; and
- ✓ Liaise as delegated between Country Office and Sub Regional/District Offices in all matters related to programme management.



ii) *District level*

- ✓ As required support the sub regional/district officer to:
 - Identify training needs of health service providers on RH;
 - Assess expansion and strengthening of FP services, ASRH services, safe motherhood and RH morbidity prevention and care services in programme districts;
 - Build capacities of district IPs to utilize RH related data planning, implementation and monitoring and in evidence-based planning;
 - Identify areas for improvements to the RH service delivery systems of the Government and suggest ideas for strengthening the system;
- ✓ Obtain relevant information and evidences from the field for central level decisions and policy advocacy;
- ✓ Support effective implementation of specialized RH camps funded by UNFPA in the field.
- ✓ Coordinate with Humanitarian Response Specialist to ensure technical support to the districts for formulation and updating of District Disaster RH Action plan and implementation of MISP during emergencies; and
- ✓ Support develop and implement guidance on delivery of TA at the central, sub-regional and district levels in line with the principles in the UN's corporate practices.

B. Environmental scanning

- ✓ Analyze and assess relevant political, social and economic trends and provide substantive inputs to programme formulation and evaluation, joint programming initiatives and national development frameworks particularly opportunities and entry points to – 1) leverage national resources for ICPD; 2) integrate UNFPA support within national systems and processes; and 3) engage in strategic partnerships with other EDPs to advance ICPD; and
- ✓ Scan and assess programmes of other actors to identify gaps and build synergies to advance the ICPD Agenda.
- ✓ Identify opportunities, constraints and challenges and recommend necessary actions;

C. Advocacy and partnerships

- ✓ Support advocacy efforts and influence counterparts to advance UNFPA mandate;
- ✓ Strengthen partnership and collaboration with GoN agencies through effective communication and coordination;
- ✓ Establish, maintain and utilize a broad network of contacts to keep abreast of developments and to share information; and
- ✓ Prepare and communicate relevant information for evidence-based advocacy.

D. Monitoring, evaluation, reporting and knowledge sharing

- ✓ Conduct quarterly performance reviews based on process indicators;
- ✓ Support strengthening of IP monitoring and evaluation systems;
- ✓ Provide technical input for quarterly and annual reports on the implementation of the programme;
- ✓ Participate in and contribute to the knowledge sharing events at CO and field offices; and
- ✓ As applicable, implement monitoring plan, trip report recommendation and evaluation recommendations.

The UNFPA Representative, Deputy Representative and supervisor may also assign other responsibilities that might be deemed appropriate for effective and efficient implementation of UNFPA assistance.



CORE COMPETENCIES

- ◆ Integrity and commitment to UNFPA's mandate and policies;
- ◆ Valuing diversity, cultural sensitivity;
- ◆ Fostering Innovation and Empowerment;
- ◆ Working in teams;
- ◆ Communicating information and ideas/Knowledge sharing;
- ◆ Self-management/Emotional intelligence and Conflict management/Negotiating and resolving disagreements;
- ◆ Appropriate and transparent decision making; and
- ◆ Analytical and Strategic Thinking/Results Orientation/Commitment to Excellence.

FUNCTIONAL COMPETENCIES

The Health System Strengthening Officer (HSSO) must have a thorough understanding of public health issues (including the Health Sector Strategy and Implementation Plan and the National RH Policy/ Strategy), be acquainted with or have good knowledge of the Government system and have a functioning at different levels, posses excellent co-ordination, inter-personal, as well as monitoring skills, have a broad development perspective, networking capabilities, strategic thinking abilities, and ability to work in a team. The following are the other functional competencies required.

- Advocacy;
- Results-based programme development and management;
- Leveraging the resources of National Governments and other partners/ Building strategic alliances and partnerships;
- Innovation and marketing of new approaches;
- Organizational awareness;
- Negotiation and conflict resolution skills; and
- Job knowledge/ technical expertise.

QUALIFICATIONS AND EXPERIENCE

- Bachelor Degree in medicine or Nursing/midwifery and Advanced university degree in Health or Social Sciences, preferably in Public Health and or development studies;
- Five years of progressively responsible professional working experience at the national and international level in programme planning, management, monitoring and evaluation, in a related field preferably within the UN system;
- Good understanding of contemporary issues, activities and approaches in the thematic area;
- Excellent organizational skills with the ability to prioritize multiple tasks and coordinate with multiple stakeholders; and
- Good analytical skill excellent command of oral and written English and Nepali.

Equally qualified women and those belonging to the socially disadvantaged and ethnic minority candidates will be given priority hence encouraged to apply.

Approved:

A handwritten signature in black ink, appearing to read 'C. Breen'.

Catherine Breen Kamkong
Deputy Representative

A handwritten signature in black ink, appearing to read 'Ian McFarlane'. To the right of the signature is the date '13/1/12'.

Ian McFarlane
UNFPA Representative