

INTERNATIONAL PAHO CONSULTANT TERMS OF REFERENCE IPC- Health Emergency Preparedness

Objectives of the Department

The objective of the Health Emergencies Department (PHE) of the Pan American Health Organization (PAHO/WHO) is to increase health sector resilience to emergencies and disasters. PHE assists Member States to strengthen the health sector's capacities in prevention, risk reduction, preparedness, surveillance, response, and early recovery for emergencies and disasters related to any hazards (natural, man-made, biological, chemical, radiological and others) and, when national capacities are overwhelmed, to lead and coordinate the international health response to contain disasters, including outbreaks, and to provide effective relief and recovery to affected populations. PHE is responsible for ensuring the implementation and updating of the PAHO/WHO Institutional Emergency and Disaster Response Policy.

Organizational context

The consultant will support the work of PHE's *Country Health Emergency Preparedness and IHR (CPI)* Unit whose work is to ensure that each Member State builds its own standing capacity to prevent, prepare for, respond to, and recover from humanitarian emergencies and large outbreaks.

Responsibilities:

1. Co-develop and co-implement relevant monitoring, evaluation, accountability and learning processes.
2. Participate in briefings and support the elaboration of situational analysis and event management information that enable the overall continuous capacity building that would feed into PAHO's information dissemination products, situation reports, etc.
3. Provide advice and relevant inputs on emergency preparedness and risk reduction in regular and frequent inter-programmatic coordination meetings.
4. Develop technical proposals for fundraising in support of the Resource Mobilization and Communications team.
5. Provide advice on country capacities strengthening for health emergency preparedness and readiness.
6. Develop technical documents, including guidelines and papers, regarding health emergencies.
7. Provide support for the selection and day to day work of PHE interns.
8. Enhance coordination and establish new working relationships with PHE's strategic partners, e.g. the IFRC, IADB, and WB.
9. Develop and propose the application of protocols regarding innovation in emergencies and disasters.
10. Provide technical advice to the office of the Director of PHE upon request.

Location:

The incumbent will be stationed in country of residence.

Education requirements (Qualifications)

- Essential: A bachelor's degree in a medical/public health field and a master's degree in Public Health / Epidemiology

Experience requirements

- Essential: At least nine years of combined national and international work experience in Public Health Emergency Preparedness
- Desirable: Five years or more of international work in Health Emergency Preparedness

Languages

- Very good knowledge of English or Spanish with a working knowledge of the other language. Knowledge of French and/or Portuguese would be an asset.

Additional skills

- Knowledge and management of data base software.

Expected contract duration

4 Months: 1 October 2018 to 31 January 2019

The Application must include

- Cover letter and most up to date CV

Hiring is subject to the presentation of the following documentation:

- Certified Copy of Academic Diploma/ Certified Certificate(s)
- 3 Letters of Reference from previous work experience
(Full name of Reference, telephone number and address/email)

How to Apply

Above required documentation must to be submitted before **14 September 2018** to fernandviv@paho.org