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**Vacancy Notice No:** EMRO/16/FT542

**Date:** 28 August 2016

**Title:** National Professional Officer (NMH and Life-course), PN305336

**Application Deadline:** 12 September 2016

**Grade:** NO-C

**Duty Station:** Amman, Jordan

**Contract type:** Fixed-term Appointment

**Organization unit:** EMCO Countries (EM\_ACO) /  
EM\_JOR WHO Representative's Office, Jordan (EM\_JOR)  
EM/NMH Non Communicable Diseases & Mental Health

**Duration of contract:** One year

### **OBJECTIVES OF THE PROGRAMME :**

Purpose of the Post:

To manage, coordinate and provide technical support to national health authorities in the implementation and monitoring of Noncommunicable Diseases (NCDs) prevention and control, mental health and substance abuse programmes, and health interventions through the life-course programmes

Objectives of the Programme and of the immediate unit or field activity:

- To ensure that effective WHO country presence is established to implement WHO country cooperation strategies that are aligned with Member State's health development agendas and emergency/resilience programmes, and harmonized with the United Nations country teams. In particular this post will:
  - Support country efforts to implement NCDs prevention and control programme, and to support the country's development and emergency/resilience policies and action plans for the health of the host and refugees populations;
  - Support strengthening the country capacity to develop national multi-sectorial policies and plans and implement interventions to prevent and control NCDs in line with the global and regional framework for action and the commitments of the United Nations Political Declaration on NCDs;
  - Support country efforts to implement mental health and psychosocial support related policies and action plans for the host and refugees populations;
  - Support strengthening the country capacity for violence and injury prevention and control; and management of disabilities, including coordination between country and partners to develop and implement related programmes and plans.

### **Description of duties:**

Organizational Context

The incumbent will work under the direct supervision of the Public Health Officer (PHO), the technical supervision of the Regional Advisers of NCDs, and Health Protection and Promotion programmes, and the overall guidance of WHO Representative (WR) and Director of Non Communicable Diseases and Mental Health and in collaboration with Director of Health Protection and Promotion.

The incumbent will be responsible to implement activities and facilitate the operational, technical and programmatic aspects of the NCDs and life-course public health programmes. S/He will work directly with the national government and health partners to coordinate implementation on WHO/Country Collaborative development and emergency/resilience programme and plans guided by evidence-based policies and WHO policy and guidelines. This requires contacts with a broad range of partners and coordinating with other UN agencies, government entities, health stakeholders and donor representatives.

Summary of Assigned Duties:

#### Technical support:

Ensure timely planning and implementation of the operational, technical and programmatic aspects of the WHO/Country Collaborative development and emergency/resilience programmes and workplans:

- 1.Oversee the smooth country implementation of WHO global and regional commitments on public health and NCDs, mental health and promote health interventions through the life-course programmes, using WHO guidelines and tools to guide policy development, in particular those supporting the implementation of the provisions of the UN Political Declaration for NCDs and the regional NCDs framework resolution;
- 2.Provide technical advice to the Ministry of Health and other health partners and institutions working on NCDs to facilitate timely implementation of programmes and plans related to NCDs prevention and control, mental health and psychosocial support and substance abuse, according to WHO policy and technical guidelines;
- 3.Contribute to the development of policies, legislations and programmes related to NCDs prevention and control, mental health and psychosocial support and substance abuse.
- 4.Provide technical advice to the country to initiate policy dialogue and other capacity building activities aiming to enhance national capacity to create an effective multi-sectoral coordination mechanism of public health approaches for prevention and control of NCDs;
- 5.Participate in drafting a NCD inter-sectoral strategy and action plans in line with WHO global and regional framework and UN documents in partnerships with other UN agencies and stakeholders;
- 6.Build the country's capacity to develop national policies and plans and implement interventions to promote mental health, reduce the burden of mental disorders, and prevent and treat substance use disorders in line with global strategy and regional mental health action plan for mental health and substance abuse;
- 7.Provide technical advice to the national health in nutrition, ageing, gender and social determinants of health; contribute to increase access to evidence-based, cost-effective interventions for double burden of malnutrition, ageing, gender and social determinants of health;
- 8.Provide input on uptake of road safety interventions; violence and injuries prevention and control; as well as disability and rehabilitation activities;
- 9.Participate in updating and adapting relevant national guidelines, materials and tools related to NCDs;
- 10.Liaise with key stakeholders, scientific bodies, involved in the NCDs to facilitate exchange of information and sharing of lessons learned from other countries, facilitate the discussions around the NCDs with partners and through the donor forum;
- 11.Liaise with the UN coordination team and implement United Nations Assistance Framework (UNDAF), participate in related task forces, thematic groups, with a focus on representing WHO relevant public health programme(s).

#### General management:

- 12.Facilitate smooth project information flow on activities between MoH and other involved national institutions and partners;
- 13.Review and make recommendations for action for the additional requests by the national authorities, assess feasibility and identify implementation needs and solutions;
- 14.Identify needs for external technical support in coordination with Regional Office and ensure proper and timely handling and monitoring of consultants' briefing, agenda, facilitation of the missions, evaluation and follow up on recommendations;
- 15.Proactively participate in resource mobilization activities by developing project proposals reflecting health priorities in the country, participate in emergency appeal, ensure the needed follow up in terms of funds raising, effort, timely implementation, monitoring, evaluation and donor reporting;
- 16.Ensure timely preparation of technical correspondence, draft technical briefs for mission and background reports, WR speeches, presentations, and other material related to the areas of responsibility provide advice to the national authorities in preparation of technical reports, briefs and other documents as needed.

#### REQUIRED QUALIFICATIONS

##### Education:

Essential:University degree in medicine.

Desirable: Master's degree in public health or health management and postgraduate qualification (s) in the areas of NCD prevention and control, mental health and substance abuse and violence and injuries prevention, ageing, nutrition, gender and social determinants of health.

##### Skills:

Competencies:

1. Communicating in a credible and effective way
2. Ensuring the effective use of resources
3. Producing results
4. Fostering integration and teamwork
5. Building and promoting partnerships across the organization and beyond

**Functional Skills and Knowledge:**

Excellent communication and presentation skills;

Demonstrated ability to provide technical advice to all relevant stakeholders;

Demonstrated competence and skills to assess and analyse data to support national programmes and policies; projects and activities, including budget programming and control;

Demonstrated skills in planning and donor and technical reports writing;

Excellent interpersonal skills and ability to work under pressure; complemented by demonstrated ability to identify and manage difficult situations.

Ability to work and collaborate as a team member and to produce results in a challenging and changing environment.

Tact, discretion and ability to promote consensus

**Knowledge:**

Strong theoretical and practical knowledge of public health, NCDs and life course programmes and policies.

Good knowledge in producing timely relevant information products including sitreps, policy reports, briefs, discussions papers, etc.

Knowledge of WHO and UN programmes

**Other Skills:** Proficiency in standard MS Office

**Experience:**

Essential: At least five years' experience in the fields of Noncommunicable diseases control and prevention.

Experience in project management, capacity building programmes, planning, monitoring and evaluation, developing and promoting collaborative partnerships.

Desirable: Work experience with UN Agencies

**Languages:**

Excellent knowledge of English and Arabic

**Additional Information:**

Additional Information:- Only nationals of the country of assignment (Jordan) will be considered for this position.

- Applicants are kindly requested to pay attention to the screening questions as they will be used to screen out unqualified candidates.

- Only qualified applicants with the relevant experience will be considered.

- A written test/presentation and interviews will be used as a form of screening. The written test might be used as an eliminating tool.

- Other similar positions at the same level may be filled from this vacancy notice (this could be the base for rosters).

- Interviews will include competency-based questions.

- This vacancy notice is published in English language only.

Please visit the following website to learn more about WHO's operation:

<http://www.who.int>

**Annual salary:** (Net of tax)

Jordanian Dinar 34286.00 at single rate at single rate

This vacancy notice may be used to fill other similar positions at the same grade level.

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All applicants are encouraged to apply online as soon as possible after the vacancy has been posted and well before the deadline stated in the vacancy announcement.

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WHO is committed to workforce diversity.

Any appointment/extension of appointment is subject to WHO Staff Regulations, Staff Rules and Manual. Only candidates under serious consideration will be contacted.

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To apply off-line, please read further instructions here



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