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Vacancy Notice No: EMRO/16/FT521

Date: 16 August 2016

Title: National Professional Officer (Communicable Diseases Surveillance/Emergency Health Officer) - 371826

Application Deadline: 31 August 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)
Division of Communicable Disease Control (DCD)

Duration of contract: For one year (subject to availability of funds)

OBJECTIVES OF THE PROGRAMME :

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 respond to public health emergencies, diseases outbreak and influenza epidemics, identify critical gaps, ensure early detection, verification, surveillance, risk communication and adequate real-time response;
- Support country efforts to respond to emergency response/resilience programmes, assess health needs of populations and identifying priority causes of ill-health and death for the continuity of essential health services;
- Support strengthening country capacity and national health systems to implement programmes that prepare the health sector to deal with emergencies and that improve health during and after crises.

Purpose of the Post:

To manage coordinate and provide technical support to national health authorities to deal with public health emergencies, disease outbreaks and emergency preparedness and response/resilience programmes.

Organizational Context:

The incumbent will work under the direct supervision of the Public Health Officer (PHO), the overall guidance of the WHO Representative (WR) and the technical guidance of the Director of Communicable Diseases and the Director of Emergency and Humanitarian Action.

The incumbent will be responsible to implement activities and facilitate the operational, technical and programmatic aspects of the emergency preparedness and response programmes and public health emergencies and disease outbreaks. She/He will work directly with the national government and health partners to coordinate the implementation on WHO/Country Collaborative development and emergency/resilience programmes 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.

Description of duties:

The incumbent will perform the following duties:

Technical support:

1. Ensure timely planning and implementation of the operational, technical and programmatic aspects of the WHO/Country Collaborative development and emergency/resilience programmes and workplans.
2. Oversee the smooth country implementation of WHO global and regional commitments on public health emergencies and

- disease outbreaks and emergency preparedness and response/resilience programmes, using WHO guidelines and tools to guide policy development, in particular those supporting the implementation of the provisions of the International Health Regulation.
3. Provide technical advice to the Ministry of Health and other health partners and institutions to facilitate timely implementation of programmes and plans related to communicable disease/influenza surveillance, preparedness and response programmes for emergency and diseases outbreaks, according to WHO policy and technical guidelines.
 4. Serve as the focal point for implementation of Pandemic Influenza Preparedness (PIP) 2013-2016 framework activities in the country through effective coordination with EMRO and Ministry of Health, mobilize external technical support and ensure adherence to work plan.
 5. Provide technical advice to the Ministry of Health and the National Influenza Center (NIC) in assessing the feasibility and needs for influenza sample collection, shipment and transfer of samples for laboratory testing to a reference influenza laboratory in the Region.
 6. Liaise with the National Influenza Center in collaboration with EMRO and external technical entities to improve the capacity of national staff in collecting, analyzing, and reporting routine influenza surveillance data according to regional surveillance standards.
 7. Oversee emergency response activities in support of WHO Emergency Response Framework (ERF) core commitments and functions: leadership; information, technical expertise and core services.
 8. Serve as a focal point to facilitate the monitoring of the implementation of International Health Regulations (IHR) core capacities.
 9. Identify needs, resources and gaps and facilitate deployment arrangements, logistic and operational support to emergency preparedness and response programmes and diseases outbreaks, directly supporting the national health authorities.
 10. Conduct regular coordination meetings with the Ministry of Health and relevant health partners for the implementation of Jordan Response and Resilience Plan, to monitor and constantly assess situations and needs, redirect efforts in line with international standards and local priorities and consolidate health sector activities at the national level.
 11. Participate in updating and adapting relevant national guidelines, materials and tools related to communicable disease/influenza surveillance, preparedness and response programmes emergency and diseases outbreaks.
 12. Liaise with key stakeholders, scientific bodies, involved in the communicable disease/influenza surveillance, emergency preparedness and response to facilitate exchange of information and sharing of lessons learned from other countries, facilitate the discussions around the health sector with partners and through the donor forum.

General management:

13. Facilitate smooth project information flow on activities between MoH and other involved national institutions and partners.
14. Review and make recommendations for action for the additional requests by the national authorities, assess feasibility and identify implementation needs and solutions.
15. 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.
16. 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 rising, effort, timely implementation, monitoring, evaluation and timely donor reporting.
17. 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 in Public Health or related

Skills:

Competencies:

WHO global Competencies model can be found at http://www.who.int/employment/WHO_competencies_EN.pdf?ua=1

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:-

Skills:

- 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:

- Good theoretical and practical knowledge of communicable diseases/surveillance and emergency programmes
- Broad understanding of global health security issues and the International Health Regulations 2005(IHR, 2005); concept and activities
- Proven ability to produce timely relevant information products including sitreps, donor reports, policy reports, briefs, discussions papers, etc.
- Knowledge of WHO and UN programmes

Other Skills:

Proficiency in standard MS Office software applications

Experience:

Essential: At least five years of relevant experience in coordinating disease surveillance and emergency programmes. 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:

- Only nationals 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.

Please visit the following website for detailed information on working with WHO and to learn more about WHO's operations:

<http://www.who.int>

Annual salary: (Net of tax)

JOD 34,286.00 at single rate

A written test and interviews may be used as a form of screening

Online applications are strongly encouraged to enable WHO to store your profile in a permanent database. Please visit WHO's e-Recruitment website at: www.who.int/employment. The system provides instructions for online application procedures.

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.

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.



WHO has a smoke-free environment and does not recruit smokers or users of any form of tobacco.