

## Terms of Reference

### **P4H Anglophone Africa country pages Manager**

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**Consultant Contract administered by:**

Unit:	PHF
Department:	HGF

#### **1. Purpose of the Consultancy**

The purpose of this consultancy is to contribute to the expansion of the P4H Coordination Desk activities in the specific areas mentioned below in the proposed deliverables. The P4H Network has created a state-of-the-art digital platform that incorporates innovative functionalities to allow the management of collaborative activities; network and broker as well as co-produce knowledge; develop contacts and interactions amongst others. This product is in line with the P4H Network's mandate to empower global collaboration across the global health financing community, and also COVID financing.

The consultant will contribute to: the quality and content of Anglophone Africa country page news and events; collaborations with Malawi and South Africa; and promoting increasing membership to the digital platform including external submissions.

#### **2. Background**

P4H is a global network dedicated to health financing towards universal health coverage (UHC) through insight and knowledge brokerage, technical assistance co-ordination and policy dialogue advocacy. P4H is committed to promoting health systems strengthening, equitable access to quality services and financial risk protection. The P4H network supports the health-related Sustainable Development Goals and the UHC target specifically.

P4H is a transformative network set up in 2007 upon a G8 initiative. As of November 2020, the Network is comprised of 18 member organizations: the World Health Organization (WHO), the World Bank (WB), the International Labor Organization (ILO), the African Development Bank (AfDB), the Asian Development Bank (ADB), the Global Fund (GFTAM), The Global Financing Facility (GFF), The Council of Europe Development Bank (CEB), France, Germany, Kazakhstan, Morocco, Russia, Spain, Switzerland, the USA and the two Schools of Public Health (SPH) of Seoul National University (SNU) & Shanghai Fudan University.

With ongoing coordination of activities across 32 countries (mainly low and middle-income countries) and on the lookout for broader geographical distribution of the portfolio, there is increasing rationale to showcase how P4H has made a break through as the Global network working across health, finance and social protection sectors, filling three key roles: knowledge broker, market place and growth driver. This thought leadership is most tangible through its new digital platform which encompasses new work processes and helps shifting up to more inclusive collaborative models, insight sharing and product development.

### 3. Technical Supervision

The selected Consultant will work on the supervision of:

Responsible Officer:	Alexis Bigeard (Health Systems Advisor)	Email:	bigearda@who.int
Unit Head or Team Lead:	Claude Meyer (Team Lead, PHF unit)	Email:	meyerc@who.int

### 4. Deliverables and Schedule of payment

S. No.	Deliverable	Expected delivery date	Amount to be paid
<u>Output 1</u> Improved quantity and quality of news, events and documents on the digital platform country pages.	<p>News and events posted in the digital platform in country pages and regional collaboration(s) of Anglophone Africa:</p> <p>Activity 1.1: Identify appropriate news, events and documents for Anglophone country pages, including COVID. Subsequent to approval of proposed posts by supervisor, will post based on instructions regarding the contextualization and other supporting information required.</p> <p>Activity 1.2: Contribute to regional pages on the digital platform, identifying relevant regional and sub-regional institutions such as regional and sub-regional capturing key documents, news and events.</p> <p>Activity 1.3 Assist in the review of external submissions to the platform as concern Anglophone African countries.</p>	Deliverable 2 4 country pages updated	Jan 15, 2022
		Deliverable 3 2 regional collaborations developed	Feb 15, 2022
		Deliverable 4 6 other country pages updated	March 15, 2022
		Deliverable 6 External submissions reviewed	May 15, 2022
<u>Output 2:</u> Increased robust content on country pages other than news and events	<p>Activity 2.1: The consultant will update Malawi and South Africa country pages with all possible features (including introductions, timelines and collaborations).</p> <p>Activity 2.2: The consultant will liaise with P4H Anglophone Africa Country Focal Persons to support them in documenting their country pages on the digital platform, contributing to the documentation of the page including organizing, posting and writing as needed.</p>	Deliverable 1 Updated Malawi country page	Dec 15, 2021
		Deliverable 5 Updated South Africa Page	April 15, 2022
		Deliverable 7 Final Report	July 25, 2022

### 5. Duration and Remuneration (exclusive of per diem, travel costs or other expenses)

**Expected Start date: 15/11/2021 - End date: 25/07/2022**

### 6. Total amount of consultancy (exclusive of per diem, travel costs or other expenses):

The Consultant will be paid as per WHO official Consultants rates, depending on the level of expertise required.

## 7. Specific requirements

### - Qualifications required:

- Minimum first university degree in economics, public health, health financing or similar required.

### - Experience required:

5 years work experience, of which two with a development partner or international institution. Experience with African ministries of health.

Demonstrated experience in health financing.

Peer review publications a plus.

### - Skills / Technical skills and knowledge:

Excellent communication, teamwork and coordination skills as well as strong analytical skills and experience with technical reporting, research and publication.

Advanced understanding of health financing, social health protection and universal health coverage.

Cross cultural experience.

In depth knowledge of Anglophone Africa.

### - Language requirements:

Excellent spoken and written English communication.

## 8. Place of assignment

Remote

## 9. Travel

The Consultant is expected to travel, including for taking up assignment, according to the itinerary and estimated schedule below:

Travel dates				Location:
From	02/01/2022	To	09/01/2022	Geneva
Purpose:		Coordination Team meeting		

Travel dates				Location:
From	03/07/2022	To	10/07/2022	Geneva
Purpose:		Coordination Team meeting		

The travel to Geneva is needed for the following reasons:

- The P4H Network Coordination Team members work across seven different organizations, in many different countries. Of course, most of our P4H meetings take place online but even our P4H Steering Group considers that the P4H team needs to meet face to face once or twice a year to guarantee a minimal level of strategic coherence within the network.
- The depth of interactions among P4H Coordination Team members is much greater during face to face meetings and one of the P4H Network Outputs (approved P4H Results Framework) is the promotion of innovative approaches in health financing. Innovations are more likely to be triggered when human interactions across organizations are deeper.
- Several P4H Steering Group members (French MoFA, German BMZ, Swiss SDC) have asked to meet the P4H Coordination Team members face to face and the most efficient way to do this is to invite everybody in Geneva.

All **travel arrangements** will be made by WHO – WHO will not be responsible for tickets purchased by the Consultant without the express, prior authorization of WHO. While on mission under the terms of this consultancy, the Consultant will receive **subsistence allowance** in line with the instructions applicable locally, or up to the maximum of the UN DSA.

The Consultant may apply for a **UN Certificate** prior to travelling.

Visas requirements: it is the Consultant's responsibility to fulfil **visa requirements** and ask for visa support letter(s) if needed.

## **10. \* How to prepare and submit a proposal in reply to this tender?**

### **a. Content of the proposal**

1. A cover letter explaining the bidder's motivation for applying to this position.
2. A copy, in .pdf format, of the bidder's updated CV or Personal History Form (preferred option, detailed instructions on how to do this through the following link: <http://www.who.int/careers/process/instructions-for-candidates.pdf?ua=1>).

*PLEASE NOTE: The selected candidate(s) will be asked to produce copies of all degrees/diplomas/certificates as mentioned in their CVs or Personal History Forms, as well as a copy of their passport and other documents as appropriate.*

3. Full contact details.
4. Description and contact details of at least two recent references (the references shall be related to the present Terms of Reference).

Incomplete proposals will not be considered.

### **b. Questions during preparation of proposal**

A prospective bidder requiring any clarification on technical, contractual or commercial matters may notify WHO via e-mail ([alliodm@who.int](mailto:alliodm@who.int)) no later than October 5, 2021 COB, Geneva time.

### **c. Deadline for submission of proposal**

The deadline for final submissions of proposals is **October 12, 2021 COB, Geneva time.**

### **d. Email address for submission of proposal**

Final duly completed proposals should be submitted in electronic format by e-mail to: **alliodm@who.int.**