



# Public Health Analyst, Myanmar

Vacancy code VA/2015/B5506/8444

Position title Public Health Analyst

Department/office AEMO, MMOH, Myanmar

Duty station Yangon, Myanmar

Contract type Local ICA Specialist

Contract level LICA Specialist-9

Duration 1 year (with possible extension subject to performance and budget availability)

Application period 07-Sep-2015 to 21-Sep-2015

**United Nations Core Values: Integrity, Professionalism, Respect for Diversity**

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Background Information - UNOPS

UNOPS mission is to serve people in need by expanding the ability of the United Nations, governments and other partners to manage projects, infrastructure and procurement in a sustainable and efficient manner.

Within these three core areas of expertise, UNOPS provides its partners with advisory, implementation and transactional services, with projects ranging from building schools and hospitals, to procuring goods and services and training local personnel. UNOPS works closely with governments and communities to ensure increased economic, social and environmental sustainability for the projects we support, with a focus on developing national capacity.

Working in some of the world's most challenging environments, our vision is to advance sustainable implementation practices in development, humanitarian and peacebuilding contexts, always satisfying or surpassing partner expectations.

We employ more than 6,000 personnel and on behalf of our partners create thousands more work opportunities in local communities. Through our headquarters in Copenhagen, Denmark and a network of offices, we oversee activities in more than 80 countries.

Background Information - Myanmar

UNOPS Myanmar is under the UNOPS Asia, Europe and Middle East Regional Office and was established to support, develop and oversee UNOPS' portfolio of programmes and projects in Myanmar which focus on health programmes and livelihoods and rural



development. UNOPS Myanmar ensures that synergies between programmes and projects are effectively developed.

The UNOPS Myanmar portfolio currently includes fund management of the multi-donor Three Millennium Development Goals Fund (3MDG) and the Livelihoods and Food Security Trust Fund (LIFT). In addition, UNOPS is the Principal Recipient of The Global Fund to Fight AIDS, Tuberculosis and Malaria grants to Myanmar (PR-GFATM), as well as the Regional Artemisinin Resistance Containment Initiative (RAI). UNOPS is also expanding its infrastructure and procurement services in Myanmar, including advisory services in these areas.

UNOPS Myanmar plays a critical role in ensuring quality services to UNOPS' partners that meet stringent requirements of speed, efficiency and cost effectiveness. It is also responsible for liaison with Government counterparts, Donors, NGOs and UN Agencies.

#### Background Information - Job-specific

UNOPS is the Fund Manager for the Three Millennium Development Goal (3MDG) Fund, a multi donor fund supported by Australia, Denmark, the European Union, Sweden, Switzerland, the United Kingdom and the USA. The Fund was established in 2012 to provide support for health needs in Myanmar.

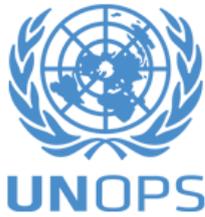
The three components of the 3MDGF are:

1. Maternal, Newborn and Child Health care. Increasing the availability and accessibility of essential services;
2. HIV, TB and Malaria. Support for specific interventions for populations and areas not supported by the Global Fund;
3. Health systems strengthening.

The detailed programme description is outlined in 3MDG Fund Description of Action, available on the [www.3MDG.org](http://www.3MDG.org) website. The Three Millennium Development Goal Fund is a US \$340 million investment in health in Myanmar. The programme represents a fundamental shift in terms of engagement with the Government of Myanmar. It will focus on maternal, new-born and child health, the three diseases as well as health systems strengthening.

Since the completion of the inception and start-up phases of the 3MDG Programme, the focus is now on the delivery of the strategic funding decisions. The incumbent is responsible to abide by security policies, administrative instructions, plans and procedures of the UN Security Management System and that of UNOPS.

UNOPS is committed to achieving a truly diverse workforce.



## Functional Responsibilities

This role represents an exciting opportunity to work in a large multi-donor trust fund, contributing to the 3MDG's Performance Management team and working closely with diverse stakeholders. Under overall supervision of the 3MDG Fund Director and the Head of Performance Management Unit, and the direct supervision of the Public Health Officer (HIV/TB/Malaria - ATM) and in accordance with UNOPS policies, procedures and practices, the incumbent's duties will include:

1. Assist the Public Health Officers (ATM) in all tasks related to management of grants with Fund partners;
2. Draft Terms of Reference for requests for proposals to be launched on behalf of the 3MDGF for selection of Implementing Partners for the ATM Component of the Fund;
3. Assist in the evaluation of proposals received either as a result of negotiation for contract amendment of existing partners of 3MDG interventions, in compliance with national programmes' and the Fund's guidelines and strategies;
4. Assist in needs and resource assessments if/when needed;
5. In collaboration with the ATM Public Health team reviewing work plans and reports submitted by the Fund's Implementing Partners and ensuring that they are sound, in line with the national programmes' and the Fund's guidelines and strategies, , and reflect gender issues as appropriate;
6. Assist the Public Health Officers (ATM) with grant negotiation with the 3MDG partners;
7. Assist the Public Health Officers (ATM) in timely clearing process of technical reports received from partners, and preparation of projects closure;
8. Assist the 3MDG Programme Support Unit in following up Audit recommendations of existing grants/projects;
9. Assist in routine monitoring of project progress, activity results and implementation costs against plan to ensure the actions supported by the Fund are implemented effectively and efficiently as well as adjusted as needed to reflect changes in the national programmes - as approved by the Fund Board – or to reflect changes in the field conditions;
10. Providing close support and cooperation with the Public Health Team, (a) in assisting the implementation of the Fund's internal M&E systems, (b) in providing adequate feedback to/from the Fund's Implementing Partners on data obtained from the Fund's internal M&E system, (c) in providing advice to projects/actions supported by the Fund on their own internal M&E systems/needs, (d) gain in – depth knowledge of the national programmes on their own internal M&E system, its consistency and effectiveness;



11. Proposing any initiative that may be necessary, including termination of, or adjustment to actions to ensure compliance with the Fund's policy and strategies;
12. Further build and report on detailed knowledge of all issues impacting ATM interventions in Myanmar relevant to the 3MDG;
13. Assist in promoting information sharing on all aspects related to public health in Myanmar.
14. Work closely with the teams of the other Components, to promote the integration of HIV/AIDS, TB, Malaria with MNCH service delivery; to harmonize and synchronize implementation of the 3MDG fund as one integrated fund;
15. Work closely with the Component 3 (Health System Strengthening) team, to ensure that MNCH/ATM work contributes to the strengthening of Myanmar's health system;
16. Closely work with the Programme Support Unit on grants management;
17. Closely work with Procurement Unit to ensure partners have adequate supplies to implement activities timely;
18. Closely work with Communication for external and internal communication of health related information on the 3MDG Fund;
19. Any other duties that may be assigned by the Public Health Officers (ATM) or Head of Programme.

## Competencies

### **Knowledge Management and Learning**

1. Promotes knowledge-sharing and a learning culture in the office
2. In-depth knowledge of development issues
3. Ability to advocate and provide policy advice
4. Actively works towards continuing personal learning and development in one or more Practice Areas, acts on learning plan and applies newly acquired skills

### **Development and Operational Effectiveness**

1. Ability to lead strategic planning, results-based management and reporting
2. Ability to lead implementation, monitoring and evaluation of development programmes and projects,
3. Ability to lead implementation of new systems (business side), and affect staff behavioral/ attitudinal change
4. Excellent conceptual and analytical abilities and an analytic approach to information management.

### **Management and Leadership**



1. Focuses on impact and result for the client and responds positively to feedback
2. Leads teams effectively and shows conflict resolution skills
3. Consistently approaches work with energy and a positive, constructive attitude
4. Builds strong relationships with clients and external actors
5. Remains calm, in control and good humored even under pressure
6. Demonstrates openness to change and ability to manage complexities
7. Ability to go beyond established procedures and models, creation of new approaches.

Education/Experience/Language requirements

### **Education**

- Master's degree in health, public health, health economics, epidemiology, social science, statistics, or other related field is required (the requirement for a Master's degree can be compensated for by a BA degree in health, public health, health economics, epidemiology, social science, statistics, or other related field with 2 years of additional relevant work experience).
- A Project Management Certification (e.g. Prince 2 Foundation) would be an asset;

### **Experience**

- A minimum 2 years of relevant experience in the provision or management of health programmes, including primary health care, MNCH and /or ATM in combination with a Master's degree or a minimum 4 years of relevant experience in the provision or management of health programmes, including primary health care, MNCH and /or ATM in combination with a Bachelor's degree is required.
- Ability to work with minimal supervision in a complex environment is an asset;
- Previous successful involvement with, and/or good knowledge of NGO's and civil society is required ;
- Strong communication and facilitation skills, and ability to establish good working relations with colleagues and stakeholders in a sensitive environment would be an asset
- Willingness to undertake regular field visits in challenging conditions is required;
- Excellent writing and analytical skills would be an asset;

### **Language**



- Fluency in both written and spoken English and Myanmar is required.

Contract type, level and duration

Contract type: Local Individual Contractor Agreement

Contract level: LICA - 9

Contract duration: One Year (with possible extension subject to satisfactory performance and fund availability)

For more details about the ICA contractual modality, please follow this link:

<http://www.unops.org/ENGLISH/WHOWENEED/CONTRACT-TYPES/Pages/Individual-Contractor-Agreements-ICAs.aspx>

***"THIS IS A LOCAL POSITION. ONLY MYANMAR NATIONALS ARE ELIGIBLE TO APPLY. ALL OTHER APPLICANTS WILL BE REJECTED."***

Additional Considerations

- Please note that the closing date is midnight Copenhagen time (CET)
- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews will be notified.
- Qualified female candidates are strongly encouraged to apply.
- For staff positions UNOPS reserves the right to appoint a candidate at a lower level than the advertised level of the post
- The incumbent is responsible to abide by security policies, administrative instructions, plans and procedures of the UN Security Management System and that of UNOPS.

*It is the policy of UNOPS to conduct background checks on all potential recruits/interns. Recruitment/internship in UNOPS is contingent on the results of such checks.*

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