



<b>Position:</b>	<b>Cleared by ROs and classified by HRD/HQ</b>
<b>Position Title:</b>	<b>Infection, Prevention &amp; Control (IPC) Specialist</b>
<b>Grade:</b>	<b>P3</b>
<b>Unit/Team:</b>	
<b>Major Office:</b>	<b>WCO field offices</b>
<b>Duty Station:</b>	<b>Multiple duty stations</b>
<b>Organization:</b>	<b>HQ/WHE WHO's Health Emergencies Programme</b>
<b>Nature of Position:</b>	
<b>CCOG Code:</b>	
<b>First Level Supervisor:</b>	<b>Team Lead</b>
<b>Second Level Supervisor:</b>	<b>Incident Manager</b>

## **1. Background and Justification**

### **\* Purpose of the Position**

In the context of the WHO Health Emergencies Incident Management System (IMS), at the country level, the incumbent will provide technical support to the Ministry of Health (MOH) and partners on organizational and operational aspects of a comprehensive Infection Prevention and Control (IPC) programme activities, at the district level. S/he will manage IPC activities to ensure alignment with the WHO recommended standards for IPC, monitor and ensure accountability of the implementation of the WHO IPC programme activities throughout the full cycle of incident management.

### **Objectives of the Programme and of the immediate Strategic Objective**

The mission of WHO's Health Emergencies Programme (The Programme) is to help countries, and to coordinator international action, to prevent, prepare for, detect, rapidly respond to, and recover from outbreaks and emergencies.

### **Organizational context (Describe the individual role of incumbent within the team, focusing on work environment within and outside the organization)**

Supervised by the Team lead and under the overall guidance of the Incident Manager and Head of the WHO Country Office, and working closely with counterparts at the respective Regional Office and HQ, the incumbent will act as an IPC specialist at the district level. S/he will manage the IPC component of the incident management system, assessment, support the revision and update of the IPC measures and practices, and provide technical guidance to the MOH and partners. S/he will establish and maintain good collaboration with partners, and synergize with the WHO deployed IPC staff, liaise with other units/teams within the country office, across the organization and partners for facilitating the development of a detailed work plan and budget for WHO operations.

The incumbent will be responsible for coordinating the implementation of the approved activities and to ensure alignment of purpose between Headquarters and the Regional Office on matters related to

IPC and WASH. S/he will also be responsible for reporting, performance assessment and evaluation of the planned activities, for monitoring the availability and flow of financial resources and ensure proper communication with partners and as appropriate.

**Summary of Assigned Duties (Describe what the incumbent has to do to achieve main objectives; include main achievements expected):**

During deployment, the duty station may change, and duties may be modified, based upon the technical needs of the Programme.

1. Work in coordination with the incident management team to ensure IPC priorities and activities are managed effectively within the overall outbreaks and/or health emergency preparedness, response and recovery activities, in compliance with the national standard operating procedures and the WHO IPC guidelines.
2. Assess IPC capacities and practices in emergency units, hospitals and health care facilities. Identify action plans and priorities for improvement and prepare a written report according to WHO templates in collaboration with local MOH authorities and partners. Provide technical recommendations to partners and key players to achieve improvement actions and monitor implementation.
3. According to local needs and requests, review the IPC measures implemented and advise on prevention of healthcare-associated infections in healthcare settings.
4. Assess training needs, develop training plans and conduct IPC training for staff at district hospitals, and health facilities.
5. Regularly report to the IPC national lead, MOH/WHO international incident management team on assessments and improvement plans and other IPC activities.
6. Provide guidance on immediate IPC policies, resources, equipment and training needed for emergency units and healthcare facilities.
7. Provide technical support the MOH in documenting the response and health system restoration and strengthening activities, as and when required.
8. Perform any other related incident-specific duties, as required by the functional supervisor.

## **2. Recruitment Profile**

### **Competencies: Generic**

**Describe the core, management or leadership competencies required - See WHO competency model - list in order of priority, commencing with the most important ones.**

1. Producing results
2. Moving forward in a changing environment
3. Ensuring the effective use of resources
4. Fostering Integration and team work
5. Communication in a credible and effective way

**Functional Knowledge and Skills**

**\* Describe the essential knowledge and the skills specific to the position**

- Proven knowledge and skills in infection prevention and control, rapid assessment techniques.
- Strong organizational and communication skills including ability to negotiate with National and international authorities and partners.
- Demonstrated ability to work effectively with colleagues at national and international levels.
- Strong ability to execute and manage national health programme.

**Education Qualifications**

**\* Essential**

First level university degree in nursing, medicine, pharmacy, microbiology or epidemiology. Certified training in the area of IPC from an accredited/recognized institute\*.

**Desirable**

Master's level degree in public health or related field.

**Experience**

**\* Essential**

At least five years of experience in developing, implementing and evaluating infection and prevention control policies, procedures and tools in low resource settings, and outbreaks and or health emergency response.

Related experience in managing resources and working effectively in a multi-stakeholder international environment including developing and promoting collaborative actions with national authorities.

**Desirable**

Previous experience with WHO, in UN organizations/agencies, international institutions, health cluster partners, humanitarian organizations or nongovernmental organizations, particularly in developing countries.

**3. Use of Language Skills**

Excellent knowledge of English or French (depending on the country of assignment). Working knowledge of another WHO official language would be an asset.

**Other Skills (e.g. IT)**

Good computer skills in Microsoft Office, EPI Info, SPSS etc.