

TERMS OF REFERENCE

CONSULTANCY TO SUPPORT COMMUNICABLE DISEASE SURVEILLANCE AND OUTBREAK RESPONSE CARIBBEAN PUBLIC HEALTH AGENCY (CARPHA)

1. INTRODUCTION

2. OBJECTIVES OF CONSULTANCY

The primary objective of the consultancy is to support the Health Information, Communicable Disease and Emergency Response (HCE) cluster at the Caribbean Public Health Agency (CARPHA) in communicable disease surveillance and outbreak response activities.

3. SCOPE OF WORK

Under the direct supervision of the Head of Health Information, Communicable Diseases and Emergency Response (HCE) the consultant will provide technical assistance and support to CARPHA, CARPHA Member Countries (CMCs) and other key stakeholders with regard to epidemic preparedness, capacity building and response to communicable disease outbreaks, natural disasters and other public health events and supports the implementation of the International Health Regulations (IHR 2005).

4. KEY TASK AND RESPONSIBILITIES

- i. Lead in the preparatory work to support and facilitate the delivery of technical assistance to CARPHA Member States in the area of communicable surveillance
- ii. Participate in field missions to CMS to conduct training, workshops, assessments in communicable disease surveillance, outbreak investigations and emergency response.
- iii. Support assessment of the status of epidemiological surveillance capacities in target country(ies) and develop, update and harmonize regional/national strategies and plans, and provide technical support for their implementation, where required;
- iv. Support CARPHA and CMS in the emergency coordination, post-disaster evaluation and response mechanisms and activities.
- v. Participate in regular epidemiology meetings and prepare regular epidemiological updates and timely situation reports on major diseases in CMS

5. DURATION OF THE ASSIGNMENT

The consultant will be recruited for a period of four months beginning September 1, 2019. The assignment will be carried out under the direct supervision of the Head, Health Information, Communicable Disease and Emergency Response, CARPHA.

6. EXPECTED OUTPUTS

The consultant will present a monthly report detailing the work completed for that period to be approved by the Head, HCE.

7. REQUIRED SKILLS AND EXPERIENCE

- Advanced university degree in Public Health or a related field
- Direct experience in working in public health, communicable diseases, epidemiology, outbreak investigation and public health emergencies
- Minimum of 5 years working experience, including previous experience working in capacity building, developing and promoting collaborative partnerships.
- Proficient in the use of a variety of database tools, spreadsheets, word processing and presentation software (e.g. Microsoft Office) and retrieving information through the internet. Ability to use statistical software and epidemiological packages (for example: SAS, SPSS, STATA, EPI INFO) and GIS/mapping software desirable.
- Proven leadership skills, including the ability to set priorities, manage time effectively, and contribute to a team environment of respect, recognition, and mutual accountability
- Excellent spoken and written English
- Excellent communication skills