

Job description

Job title	Leadership and Governance (L&G) - Provincial Coordinator
Thematic Area	Leadership and Governance (L&G)
Geographic Area focus	Selected Palikas (Lumbini Province)
Reporting and Accountability to	Subnational Programme Coordinator
Technical reports to	L & G Thematic Team Lead
Line management responsibility for	Health System Strengthening Officers (HSSO) of focussed LLGs
Technical management responsibility for	Health System Strengthening Officers (HSSO) of focussed LLGs
Liaison with	Provincial Coordinators for each thematic areas across the focussed provinces
Location	Lumbini Province <i>(Post holder to be based on the headquarter of the focal province)</i>
Type of contract	Fixed-term, full-time contract, 40 hours per week, until 31 October 2022
Post holder	To be recruited
Background	
<p>The Nepal Health Sector Support Programme 3 (NHSSP3), funded by UK aid has been running from April 2017 and will continue until December 2022. The programme is led by Options Consultancy Services Limited with two consortium partners: HERD International and Oxford Policy Management. For further details on each consortium partner – please see respective websites: Options: www.options.co.uk ; HERD International: https://herdint.com/; OPM: https://www.opml.co.uk/</p> <p>We seek to build a resilient health system that delivers quality health services, ensuring that no-one is left behind. The programme has two components. The first component is the provision of responsive and technical support to the Ministry of Health and Population (MoHP), increasing its capacity to improve health policy-making and planning, procurement</p>	

and financial management, health services and the use of evidence for planning and management. The second component aims to increase the MoHP's capacity to retrofit health infrastructure to withstand future earthquakes. Both components are integrated and provided by a team based in Kathmandu and "embedded" with the Government of Nepal.

The two-year costed extension to the programme is in response to federalism and will transition technical assistance from the Federal MoHP to provincial and local level governments in priority provinces and municipalities. We have reconfigured our technical assistance into three thematic areas which align with new subnational governments overarching priorities for strengthening health outcomes: leadership and governance resulting in improved stewardship of the health sector; data for decision making, facilitating the use of high quality data to enable decision making; and coverage and quality, institutionalising sustainable quality assurance and improvement processes with access to quality basic healthcare services. Cutting across and supporting the three thematic areas is health infrastructure retrofitting priority hospitals, sub-national support to produce integrated health infrastructure development plans and capacity enhancement and policy development. Gender, Equity and Social Inclusion (GESI) cut across all areas and integrated into the design.

Main purpose of the Job

The L&G Provincial Coordinator will provide technical assistance (TA) under the L&G thematic area. The aim of this post is to provide effective technical inputs to the Provincial Ministry responsible for health sector management -such as Ministry of Social Development (MoSD)/ Provincial Ministry of Health and Population (PMoHP) and other health sector entities (such as Provincial Health and Logistics Management Center and Provincial Health Directorate) to enable them to deliver against the objectives of NHSP 3, especially improving policy performance at the sub-national level through better formulation and implementation of new and existing policies, at the Provincial and palika level. Under the leadership of the L&G Thematic Team Lead for technical matters and Subnational Programme Coordinator for supervision and administrative matters, the L&G Provincial Coordinator will develop the framework for providing technical support under this thematic area at sub-national levels and oversee its technical delivery to ensure thematic priorities are met.

The main purpose of this role is to support government counterparts to carry out their governance functions efficiently, effectively, equitably and in a responsive manner, ensuring systems and structures are appropriate in delivering high quality and accessible health services. S/he will support NHSSP's "politically smart and adaptive programming" objectives by understanding respective provincial ministry level organisational functions and relationships in the system and contributing to effectiveness of those related to health programming budgets and expenditure.

Main duties

The L&G Provincial Coordinator has overall responsibility for providing strategic technical direction to this thematic area within the focal province and ensuring integration with the other thematic areas. S/he will also support provincial level policy, planning, budgeting and programmes to be evidence-based by proactively seeking opportunities to feed evidence and influence decisions. S/he will lead at the provincial level to inform, share robust evidence, build capacities of counterparts to identify policy and programme needs at the sub-national level and respond to them through evidence-based and well-designed initiatives that leave no-one behind. In particular, s/he will have to plan, deliver the TA and

collaborate on an ongoing basis with other spheres of governance (and NHSSP TA) to ensure coherence in planning and implementation across the spheres.

Overall strategic technical leadership responsibilities

- Provide strategic technical leadership and technical delivery in L&G thematic area within the focal province, to guide design and implementation of strategies and programmes, ensuring that activities lead to planned outputs and outcomes, and the ultimate results / impact.
- Contribute to the development of the overarching NHSSP Provincial Strategic plan by leading on the L&G thematic strategy, plan and operational frameworks for the focal province that guide implementation, ensuring that programme strategies and approaches are well aligned with provincial needs. These will have to specifically aim at supporting policy and programme formulation and implementation at the provincial level. S/he will co-ordinate with the L&G Thematic Team Lead in developing and finalising this, while also ensuring an integrated approach at the provincial level by working in collaboration with other thematic provincial coordinators.
- Lead on a co-ordinated technical approach at the provincial and local level for the focal province that draws inputs from all NHSSP thematic areas and supporting the implementation of an integrated health systems strengthening at the local level (based on learning from NHSSP's Learning Lab approach).
- Support the government annual work-planning and budgeting (AWPB) processes, along with the C&Q, D4D and GESI provincial coordinators to ensure local health priorities are adequately planned and budgeted for. Employ a selection of tools to identify the gaps in health system to support government plans and identify TA needs.
- Support MoSD/PMoHP to design and deliver on policies and programmes ensuring that they meet the health functions assigned to the sub-national levels by the Functional Analysis and Assignments (FAA) and where relevant as per the Local Government Operation Act (LGOA).
- Ensure the L&G thematic work within the focal province is forward-looking and responsive to any emerging local and external contexts (for example – federalism, disease outbreaks, global commitments, natural disasters, etc).
- Work closely with other health sector entities at provincial level and other External Development Partners who operate in the province, to strengthen service quality through establishment of a culture of following protocols and supportive supervision.
- Provide strategic leadership and technical oversight on L&G thematic priorities at the palika level by supporting and strengthening the work of NHSSP Health Systems Strengthening Officers (HSSOs) within the focal province and build capabilities of a sub-group of HSSOs to be peer leaders on the L&G thematic area.
- Accomplish any other evolving responsibilities given by Sub-National Programme Coordinator and Thematic Team Leads.

Specific technical delivery responsibilities

- Lead and coordinate on the provincial level TA support to the health sector AWPB processes at the provincial level and implementation of the budgeted plans to meet the NHSP3 goals (integrated evidence-based, GESI and disability responsive budgets and plans), sustain and improve investments in BHCS, Safe Motherhood and Newborn Health, FP/SRH.
- Support the MoSD / PMoHP to review health sector policies and ensure the coherent implementation of health policies and strategies, and lead on the support to periodic updates and revisions to any key strategies, standards, protocols, management guidelines, etc. relevant to L&G at the provincial level and provide technical support for their implementation.

- Foster appropriate FA allocations and use through technical leadership and support to MoSD / PMoHP in decisions for better management and execution of health conditional grants and capital funds at the provincial and local levels, and to their increased and effective use in each focal province.
- Lead on the support to annual reviews and other key planning processes arising at the provincial level, and technically support improving the regular reviews of health sector progress and results of investments by respective and responsible institutions and authorities.
- Provide effective oversight to the implementation of the Public Procurement Strategic Framework and assure the procurement quality at provincial and local levels (with NHSSP PPFM Provincial Officers leading the relevant activities).
- Provide effective oversight to the implementation of the Public Financial Management Strategic Framework at the provincial level, to quality assure financial monitoring processes at provincial and local levels (across all spending units) (with NHSSP PPFM Provincial Officers leading the relevant activities). This will include oversight on effective implementation of various internal and external mechanisms (e.g. audits) and ensuring any gaps identified are progressively addressed.
- Oversee the support to Palika Health Offices (via HSSOs) to implement provincial policies and plans at the local level in the strategic areas, drawing on integrated data for more effective decision making. This will include support to develop/adapt and/or implement coherent policies and planning processes, including those on procurement, and public financial management functions. This will also include build capabilities of a sub-group of HSSOs to be peer leaders on the L&G thematic area.

Cross-team responsibilities

- Provide substantive inputs to evidence building and knowledge management on L&G issues at the provincial level, and their dissemination; and share information and knowledge on all relevant policies, health planning and programming, budget profiles, procurement, and health outcomes within the NHSSP team from the provincial perspective.
- Contribute to the development of a common knowledge platform to increase participation of key stakeholders, including vulnerable and marginalised groups, to promote legitimacy and ownership of the health sector at the sub-national level.
- Provide technical inputs to other thematic areas, and support cross-team and cross-sphere co-ordination and collaboration to enable effective alignment at federal, provincial, and palika level.
- Provide technical inputs to and support institutionalisation of various programme monitoring mechanisms within the government system.
- Support other NHSSP thematic areas for them to undertake and develop an understanding of budget and expenditure trends in the respective areas (e.g. RMNCH, FP, etc.) and facilitate subsequent discussions and planning at all governance levels based on findings.
- Encourage and support adoption of bottom-up approaches within government through mechanisms that strengthen local level planning and enable stronger and effective linkages with higher levels of governance.
- Identify, seek/provide inputs on LNOB issues, particularly from a budget and financial planning perspective to strengthen design and implementation of SMNH and FP/SRH programmes.

Management responsibilities

- Perform a Line management functions to provide the overall strategic administrative management and supervision to the HSSOs.

- Provide technical management oversight for the palika level and support a group of HSSOs to provide high quality TA support on the L&G thematic area. This will entail ensuring the technical priorities are responsive to sub-national priorities and providing technical mentorship to the HSSOs to enable them to do their work effectively.
- Support the annual technical planning for the L&G thematic area for the focal province, and produce a costed work-plan, under the leadership of L&G Thematic Team Leader, and in collaboration with the Lead Provincial Coordinator and Sub-national Programme Coordinator
- Regularly track progress against workplans and ensure effectiveness of L&G at the provincial level throughout the programme life.
- Contribute substantially to the L&G thematic area's technical outputs and deliverables and collaborate with the Kathmandu based L&G Thematic Team Lead, Governance Advisor and PPFM Advisor as required in a timely and proactive manner.
- Ensure the L&G thematic area is an integrated thematic area across C&Q, D4D, HI, and GESI through proactively working with other NHSSP Provincial Coordinators to align resources and approaches.
- Identify, monitor, and report any risks to the L&G thematic area results, and with support of Lead Provincial Coordinator and L&G Thematic Team Lead contribute to managing and addressing risks.

One-team approach, Collaborations and Relationships

- The L&G Provincial Coordinator will adopt a "one team approach" to delivery of the programme, and consistently work towards achieve the cross-cutting objectives of building the resilience and improving the equity and quality of the Nepal health system while Leaving No-One Behind.
- Work collaboratively with NHSSP members across all thematic areas at federal and sub-national level to ensure consistency and quality of the L&G thematic area's delivery.
- Build and manage positive and productive relationships with MoSD / PMoHP and other entities and palika counterparts on on-going basis, and apply supreme diplomacy, influencing and consensus-building skills to build alliances with a range of stakeholders, external development partners and networks within the focal province.

Note: This job description reflects the present requirements of the post. As duties and responsibilities change and develop, based on contextual changes, the job description will be reviewed and be subject to amendment in consultation with the job holder.

Signed by:

Date:

Criteria	Essential	Desirable
Qualifications		
Advanced degree in Public Health Policy / Public Health Management / Public Administration or a related field Or Basic Degree in the subject area with substantial work experience in public health	✓	
Experience		
Significant and proven of experience (at least 7 years) in development and implementation of programmes within the health sector, governance and strengthening government health system in Nepal	✓	
Strong technical knowledge of governance, accountability and transparency issues within health sector and familiarity with latest advancements in the field particularly with a view to improve health system performance.	✓	
Knowledge of international best practice on health policy, planning, financing, budgeting and governance		✓
Knowledge of monitoring/critical analysis of planning and budgeting in health system	✓	
Knowledge of the public procurement and financial management in Nepal	✓	
Experience on communicating evidence effectively to better planning, decision making, and accountability within government.	✓	
Knowledge and experience of working closely with supporting / implementing health programmes with measurable outcomes (preferably large-scale TA programmes)		✓
Deep understanding of the operations of the Government of Nepal, FMOHP, MoSD/PMoHP and other relevant provincial entities and familiarity with all spheres of government.	✓	
Skills and attributes		
Strong leadership skills	✓	
Self-starter, able to work independently or as part of a team	✓	
Critical thinking and problem-solving skills	✓	
Excellent planning and organising skills	✓	
Ability to make and articulate clear decisions	✓	
Strong internal and external communication and facilitation skills	✓	

Ability to influence and lead teams to success	✓	
Excellent negotiation abilities	✓	
Other requirements		
Pro-choice	✓	
Commitment to equal opportunities	✓	
A commitment to the programme's and NHSSP principles of Safeguarding, Do No Harm, and to comprehensive sexual and reproductive health and rights	✓	
Applicants must have the right to live and to work in Nepal	✓	
Ability to travel within Nepal as required	✓	
Fluency in written and spoken English	✓	