

## Job description

<b>Job title</b>	Technical Officer/Advisor Health Systems Strengthening (HSS)
<b>Department</b>	Technical
<b>Post holder</b>	New Position
<b>Reporting to</b>	Member of Technical Department (TBC)
<b>Responsible for</b>	Manage technical staff as required
<b>Liaison with</b>	Other UK Departments and overseas programmes
<b>Hours</b>	Full-time, 35 hours per week
<b>Type of contract</b>	Initial 1-year fixed term contract
<b>Organisation</b>	
<p>Options Consultancy Services Limited is a leading global health consultancy established in 1992 as a wholly owned subsidiary of Marie Stopes International. We manage health programmes that ensure vulnerable women and children can access the high quality health services they need. We work with partners to co-create and implement locally informed solutions to complex health problems. This includes governments, development partners, NGOs, civil society and health workers. Our programming is flexible, evidence-based and politically informed. This means we adapt to changing contexts, use data to inform our decisions and ensure our approach is appropriate. Our focus is always on building local skills and systems that last.</p>	
<b>Main purpose of job</b>	
<p>Options ensures high quality delivery of a considerable portfolio of health and nutrition programmes on behalf of a variety of clients, globally. We work with partners to strengthen all the health systems building blocks, often focussed on improving sexual, reproductive, maternal, new-born, child and adolescent health (RMNCAH) and nutrition. Evidence, accountability and social change are important elements of our work.</p> <p>The role of Technical Advisor HSS is to provide technical support in to programmes that strengthen health systems in low and middle income countries (LMICs). The post-holder will be able to appreciate the complexities of health systems including the political context in which they function, provide specific support for one or more of the health systems build blocks, and be able to critically appraise data and evidence on Health Systems and RMNCAH.</p> <p>This post <u>can be based in any of the following countries: UK, Kenya, Nigeria, Malawi, Tanzania, Nepal or Bangladesh and will involve regular overseas travel</u>, as agreed with the line manager. <del>is London-based with</del> Applicants must be eligible to work <u>any of the above countries, -in the UK-</u> and be fluent in spoken and written English. Ability to work in French is desirable.</p>	
<b>Main duties</b>	
<p><b>Technical Assistance to Programmes</b></p> <ul style="list-style-type: none"> <li>• As part of the core Technical Team, provide technical support on HSS and quality assurance for technical inputs across Options' Programmes in your area of expertise</li> <li>• Undertake technical assistance assignments that seek to strengthen health systems through on-going inputs to long term programmes and one-off assignments</li> <li>• Provide technical support to national systems and capacity development to country stakeholders including programme staff, government officials and civil society organisations</li> </ul>	

- Undertake technical assistance tasks under the guidance of a senior member of the Technical Department, as required
- Support programme staff to appraise and use global and local data and evidence to strengthen the quality of programme delivery
- Enable learning from programmes and technical exchange between programme staff

Indicative technical assistance for programmes from Options' current portfolio may include:

- *Women's Integrated Sexual Health Programme (WISH)*: Contributing to monitoring, evaluation, research and learning for a multi-country programme to strengthen national ownership of family planning
- *Lafyia*: Supporting advocacy and accountability for improved public investment in health in Nigeria
- *Ghana Participation Programmes - GHANA SOMUBI DWUMADIE*: Contributing to improving mental health and disability services in Ghana

#### **Proposal Development, communication and dissemination**

- Provide inputs into technical components of proposals being developed by other members of the Technical Team

#### **Prospecting for new business**

- Identify and develop new programme opportunities, building on technical and geographic knowledge
- Utilise opportunities to represent Options effectively and help position Options' as a thought leader

#### **Organisational learning**

- Provide strategic support to Options' London team, overseas teams and consultants as required in your area of expertise
- Participate in and contribute to the Options' Communities of Practice
- Contribute to documentation, dissemination and uptake of research, results and learning across multiple programmes
- Contribute to achieving the results of the company Annual Plan

#### **Management**

- Manage project consultants or interns as required,

#### **Training**

- Increase and maintain your own area of expertise through continuous self-development.
- Participate in any relevant external training and capacity building undertaken by Options.

Note: this job description reflects the present requirements of the post. As duties and responsibilities change and develop the job description will be reviewed and be subject to amendment in consultation with the job holder.

**Signed by:**

**Date:**

### Person specification

Criteria	Essential	Desirable
<b>Qualifications</b>		
An MSc or relevant qualification or related comparable experience in public health/sexual & reproductive health/ public policy/political science/research and evaluation	Essential	
<b>Experience</b>		
Experience of working in Africa and/or Asia in a relevant capacity and with governments; international agencies and local NGOs	Essential	
Experience delivering technical work in similar organisations	Essential	
Experience of developing strong relationships with government officials	Essential	
Experience in providing technical assistance to strengthen health systems, governance and accountability in Africa and/or Asia	Essential	
Experience of developing the capacity of local counterparts/institutions including government officials in use of evidence and advocacy	Essential	
Experience of designing and implementing monitoring, evaluation research and learning frameworks	Essential	
Experience of knowledge management and communications		Desirable
Experience of technical programme design and bid writing		Desirable
Portfolio of publications		Desirable
<b>Skills and attributes</b>		
Knowledge about Sexual, Reproductive, Maternal, Newborn, Child and Adolescent Health (RMNCAH) in developing countries	Essential	
Knowledge about global health agendas including primary health care and universal health coverage	Essential	
Skills in monitoring and evaluation and packaging evidence for use	Essential	
Excellent skills in communication, written and verbal	Essential	
Proven ability to network and manage relationships with clients, consultants and technical resource persons	Essential	
Self-starter as well as good team-worker	Essential	
Ability to actively contribute to strategy and business development in their area of expertise and beyond.		Desirable

Demonstrated ability to contribute to technical delivery of programmes.	Essential	
Demonstrated interpersonal skills that enables effective team building and problem solving.	Essential	
Demonstrated ability to contribute to technical writing of bids.		Desirable
Excellent written and spoken French		Desirable
<b>Other Requirements</b>		
Pro-choice	Essential	
Commitment to Equal Opportunities	Essential	
Commitment to the principles of Safeguarding	Essential	
Commitment to reproductive health rights	Essential	
First-hand experience of Gates, DFID and other donor policies and programmes		Desirable