

Children Without Worms, The Task Force for Global Health
Request for Consultancy
Technical Advisory Support – Bangladesh

- 1) **Services.** The Request for Consultancy (RFC) covers provision of technical advisory support to the Ministry of Health & Family Welfare - Bangladesh through the Children Without Worms (CWW) program, a program of the Task Force for Global Health. CWW is committed to eliminating soil transmitted helminthiasis as a public health problem. The work to be undertaken by the consultant is fully described in Annex 1.

The position is based in Dhaka, Bangladesh.

- 2) **Application.** To apply, submit an application which should consist of the following:
- a) Narrative explaining how the applicant's skills and experience fit the position requirements (one page maximum);
 - b) A current resume or curriculum vitae (CV); and
 - c) Three (3) professional references.

Please submit the application (and any questions) to the address below. *Applicants are encouraged to apply as soon as possible.*

Alex Jones
Deputy Director, Children Without Worms
The Task Force for Global Health
Email: ajones@taskforce.org

- 3) **Nature of engagement.** The engaged individual will be an independent contractor. Once signed, the consultancy contract will not create an employment relationship between Contractor and the Task Force for Global Health or any other organization.
- 4) **Contract duration.** One year (with possibility of extension)
- 5) **Honorarium.** Daily rate to be based on educational-level and professional experience.
- 6) **Qualifications**
Required
- a) Master's degree in public health or related field.
 - b) Proficiency in written and spoken English.
 - c) At least four (4) years of experience providing technical advisory support to a global health program.
 - d) At least four (4) years of experience in the design and delivery of public health program interventions and their monitoring.
 - e) Demonstrated experience collecting, analyzing, and using program data to guide programmatic decision-making.
 - f) Demonstrated ability to multi-task, work independently, foster teamwork, and achieve results in a fast-paced environment.
 - g) Demonstrated excellence in organizational and project management.

Preferred

- h) Bangladeshi citizen or has documented authorization to work in Bangladesh.
- i) Proficiency in spoken Bengali.
- j) Authored peer-reviewed scientific (i.e. public health) article(s).

7) **References.** Candidates should provide three (3) supervisory references from current or past clients/employers.

ANNEX 1 – TERMS OF REFERENCE
TECHNICAL ADVISOR (CONSULTANT)
BANGLADESH STH CONTROL PROGRAM & CHILDREN WITHOUT WORMS

Children Without Worms (CWW), a program of the Task Force for Global Health, has agreed to provide a consultant Technical Advisor (TA) to assist the Filariasis Elimination and STH Control Program (ELF & STH) of the Communicable Disease Control Directorate under the Ministry of Health & Family Welfare (MOHFW), Government of Bangladesh. The TA will assist ELF & STH to eliminate soil-transmitted helminthiasis (STH) as a public health problem. The TA will strengthen ELF & STH capacity to deliver program interventions and monitor program performance, processes, and impact. With oversight from the Deputy Program Manager – ELF & STH and the supervision of the Deputy Director – CWW, the TA will perform the following duties:

- A. Work with the Director, ELF & STH and MOHFW, Government of Bangladesh authorities to perform the duties listed below.

Program Management & Operations

- 1) Identify program technical, structural, management, operational, and human resource capacity gaps and recommend and help implement corrective action(s), as appropriate.
- 2) Identify new funding opportunities in Bangladesh to fill identified resource gaps. With CWW and MOHFW approval, solicit funding.
- 3) Provide management, technical, and operational support to ELF & STH-sanctioned STH projects (e.g. sub-district demonstration project by BRAC and Helen Keller International).

Intervention Delivery

- 4) Using program data including from surveys and ongoing program monitoring, assess the geographic coverage of program interventions and determine the resources needed to meet program objectives.
- 5) Work with ELF & STH personnel to ensure that intervention resources are prioritized to cover known highly endemic districts.
- 6) Collaboratively design and implement program interventions to reach target groups insufficiently covered by the Program (e.g. out-of-school youth, women of child-bearing age).
- 7) Strengthen the Little Doctors program to implement STH control activities.
- 8) Support integration of WASH interventions into program activities.
- 9) Evaluate the frequency, quality, and penetration of STH health education messages. Where inadequate, assist supervisors to improve the quality of participatory health education activities (e.g. schools, youth groups).

Monitoring

- 10) Provide technical, management, and operational support to the ELF & STH on program monitoring surveys (e.g. Integrated Community-based Surveys for Program Monitoring – ICSPM).
- 11) Based on epidemiologic data, refine program understanding of the geographic distribution of STH by district.
- 12) Assist program personnel to use quantitative and qualitative data for decision-making, including district prevalence/intensity maps to identify and address technical priorities.
- 13) Evaluate program intervention coverage to ensure that all targeted population groups are covered including out-of-school youth and those living in informal settlements.
- 14) Support an effective program monitoring and reporting system (i.e. beyond deworming coverage) including methodologies, plans, and clearly defined performance indicators and targets.
- 15) Assist in improving every aspect of existing data collection and reporting, including accuracy, completeness, timeliness, internal consistency of reports, and dissemination of information.

Partnerships

- 16) Under the leadership of the Line Director CDC, MOHFW and ELF & STH Director, strengthen the national STH Task Force to ensure appropriate coordination of activities.
- 17) As possible, share information with the WHO Country Office officer(s) to maintain their support of the ELF & STH.

Training

- 18) Support the planning and execution of effective, well-planned trainings (e.g. of teachers, Little Doctors) covering reporting and intervention delivery norms (including participatory health education, social mobilization, monitoring, deworming medicine administration).

B. Work with CWW through the CWW Deputy Director to ensure effective and efficient administration of support to the ELF & STH as follows:

- 19) Develop an annual plan for CWW support and resources. Seek and integrate the inputs of the Director ELF & STH and CWW Deputy Director to finalize the plan. This plan will form the basis of CWW's annual financial obligations for support to the ELF & STH.
- 20) Manage TFGH and program material and financial resources accurately, according to TFGH guidelines, account for the dispensation of these resources; ensure they are used for intended purposes, and are in the right places at the right times.

- 21) Ensure that all persons receiving TFGH funds, or funds in which the TA is involved in administering, receive the funds on-time. Payment of allowances or incentives on time is motivational and builds confidence in the program.

Reporting by the Technical Advisor

- 22) Keep the ELF & STH Director and CWW Deputy Director apprised of the status of the program/activities, obstacles overcome, remaining obstacles to progress, and recommendations to overcome remaining obstacles. Actively seek their guidance or direct involvement on issues, as helpful.
- 23) Write a brief monthly report to the ELF & STH Director and CWW Deputy Director detailing activities, highlighting issues that need resolution, and making recommendations for action. The tone of these reports should be objective and respectful, and they should be written in a way that facilitates thoughtful consideration by recipients.
- 24) Before final end of contract, debrief with the ELF & STH Director and the CWW Deputy Director. Present a written report that provides detailed findings and recommendations for future action. This report also should be objective and respectful and written in a way that can be shared with all parties for consideration.

C. Undertake all work while following the following general considerations

- 25) Work cooperatively and harmoniously with provincial, district, sub-district, and school leaders/officials to strengthen the program in every way possible. This includes giving relevant local authorities access to relevant data and reports. In addition, encourage and facilitate local authorities' active participation, including assisting them to become an active part of program supervisory structures.
- 26) Work daily with awareness that the Bangladesh STH Control Program is a program of the Government of Bangladesh under the leadership of the ELF & STH Deputy Program Manager.
- 27) Work with officials and persons at all levels in ways that builds confidence in and promotes optimism that STH can be controlled in Bangladesh.
- 28) The TA will not act as a representative of the ELF & STH unless expressly authorized to do so by the ELF & STH Director.