



## Terms of reference

1. JOB DETAILS:	
Title:	Senior Global Health Specialist Consultant
Reports to:	Human Development Manager
Division/Section:	Human Development Division
Department:	Economic and Social Infrastructure
Complex:	Operations
Prepared / Revised on:	February 2023
Location:	Jeddah or any Regional Hub
Travel:	Depending on the needs.

2. JOB PURPOSE:
To provide expert level advice and support to the management in the development of strategy and long-range interventions on portfolio, policy, operations and strategic partnerships in the Health Sector. To support in conceiving, developing and promoting innovations in Bank Policy, operational procedures, project/program design in the organization and management of operations in Health Sector in IsDB Member Countries. To provide support in formulating advisory and technical guidance in the matters related to Health Sector, contribute and facilitate in building, collaborating, engaging with and nurturing a network of developers to ensure that IsDB follows the best practices in project management and in the development of sector policy and related strategies.

3. JOB DIMENSIONS:		
Number of Staff Supervised:	Direct Reports:	0
	Total:	0

#### 4. KEY ACCOUNTABILITIES:

Description	Performance Indicators
<p><b>Strategic &amp; Operational Planning:</b></p> <ul style="list-style-type: none"> <li>• Contribute to the development of strategy, work programs and knowledge product to ensure the unit is contributing to achievement of the strategic goals of IsDB.</li> <li>• Assesses risks, benefits, impact and strategic intent in decision-making.</li> <li>• Gathers varied and accurate input, assesses risk, considers impact and articulates benefits of decisions for internal and external stakeholders over the long term.</li> <li>• Undertake the analytical/economic and sector work (ESW) as well as sector dialogue during Member Country Partnership Strategy (MCPS) and programming missions.</li> <li>• Provide technical input for the development, review and monitoring of Key Performance Indicators (KPIs) of the Health Unit and Core Sector Indicators (CSI) in IsDB financed projects in the Member Countries to ensure achievement of highest the highest level of efficiency.</li> <li>• Contribute to mainstreaming Sustainable Development Goals in IsDB's Health projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Quality of contributions and clarity of the strategy and work programs.</li> <li>• Quality &amp; comprehensiveness of ESW's.</li> <li>• Achievement of sector goals.</li> <li>• Number of KPI's achieved.</li> <li>• Alignment of IsDB's SDG's in the Health related projects.</li> </ul>
<p><b>Policies, Processes and Procedures:</b></p> <ul style="list-style-type: none"> <li>• Contribute technically to the design, review and implementation of the IsDB's policies, strategies, procedures and guidelines relating to the sector interventions to ensure alignment with local and industry standards.</li> <li>• Ensure compliance with IsDB's policies and guidelines to ensure quality in the operational work of Health Sector as well as maintaining good working relationships with various clients.</li> <li>• Identifies and assesses policy issues and communicates findings through economic reports, guidance notes and papers.</li> <li>• Plays an active role in the dialogue with the government and/or other stakeholders as part of Bank teams.</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Clarity of policies, procedures and guidelines.</li> <li>• Compliance to local/industry standards.</li> <li>• Adherence to IsDB policies.</li> <li>• Achievement of quality criteria.</li> <li>• Clients satisfaction.</li> </ul>

#### 4. KEY ACCOUNTABILITIES:

Description	Performance Indicators
<p><b>Sector Portfolio Management:</b></p> <ul style="list-style-type: none"> <li>• Contribute to the quality review and improvement throughout project lifecycle of IsDB financed projects to ensure all projects abide by the high-quality standards demanded by the Bank.</li> <li>• Act as a project or program team member as requested throughout the project lifecycle.</li> <li>• Undertake sector work in ensuring inclusion of the international best practices.</li> <li>• Closely monitor the overall sector portfolio in order to ensure its successful implementation or advise on corrective measures, if necessary.</li> <li>• Participate in Health Sector Portfolio Performance Review (SPPR) and Country Portfolio Performance Review (CPPR).</li> <li>• Participate in Quality Assurance and review Meetings and provide review and advise on technical matters.</li> <li>• Carry out responsibilities for a variety of operational tasks (e.g. participating as a full member of a multi-disciplinary team) and undertaking assignments of Member Country Partnership Strategy and for quality assurance in project preparation, appraisal and supervision as well as ESW in the Health related projects.</li> <li>• Leads missions for Project Completion Report and global overview of projects in the health sector across the different regional hubs.</li> <li>• Provide inputs in the preparation of diverse operational and sectoral outputs (e.g. sector and country briefings, background reports, case studies, policy note, ESW, portfolio performance reviews, and Project Completion Reports (PCR) etc.).</li> <li>• Participate in missions in area of specialization in order to contribute to design of complex operations.</li> <li>• Collaborate with the Regional Hubs and Operation Quality &amp; Results to track results achieved and lessons learnt in the Health Sector.</li> <li>• Participation in program/project reviews and evaluation exercises.</li> <li>• Oversee the work of consultants and technical specialists to ensure consistency and conformity to Bank standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Achievement of the Sector mandated results of the projects.</li> <li>• Responsiveness and quality of contributions.</li> <li>• Number of best practices implemented.</li> <li>• Timely completion of projects.</li> <li>• Number of corrective actions taken.</li> <li>• Quality and timeliness of SPPR and CPPR.</li> <li>• Adherence to quality standards and parameters.</li> <li>• Quality and clarity of project appraisals and project charters.</li> <li>• Achievement of operational results.</li> <li>• Quality, relevance and comprehensiveness of various reports/ briefs /notes etc.</li> <li>• Stakeholders satisfaction.</li> <li>• Achievement of mission objectives.</li> <li>• % of Sector results achieved.</li> <li>• Number of lessons learnt.</li> <li>• Quality of review and evaluations.</li> <li>• Adherence to IsDB standards.</li> </ul>

#### 4. KEY ACCOUNTABILITIES:

Description	Performance Indicators
<p><b>Knowledge Sharing &amp; Innovation:</b></p> <ul style="list-style-type: none"> <li>Contribute to building capacity of Health Sector specialists across the bank.</li> <li>Contribute to IsDB knowledge repository by documenting best practices and lessons learned.</li> <li>Share knowledge as subject matter expert related to sector issues to enhance a knowledge sharing culture across the Bank that would allow it to create more value.</li> <li>Collaborate with other pillars/sectoral teams to ensure dissemination of tailored knowledge and expertise to support project implementation, ensuring that cross-cutting issues such as capacity development, women's empowerment, and social/environmental issues related to Health Sector are adequately addressed.</li> <li>Share key knowledge and learning outcomes with the Knowledge Management and Institutional Learning Unit in areas related to the sector.</li> <li>Represent the Bank and contribute in regional and international events/forums on Global Health to stay abreast with the latest development in the sector.</li> <li>Provide technical expertise to the Health Sector team on all strategic matters.</li> </ul>	<ul style="list-style-type: none"> <li>Quality and quantity of contributions.</li> <li>Number of best practices documented.</li> <li>Awareness level amongst staff within IsDB.</li> <li>Number of cross-cutting projects/programs implemented.</li> <li>Amount and relevance of knowledge shared.</li> <li>Amount and relevance of knowledge shared.</li> <li>Number of latest developments adopted.</li> <li>Quality of expertise/guidance.</li> <li>Staff knowledge level and satisfaction.</li> </ul>

#### 5. APPLICATION OF GUIDELINES & DECISION-MAKING AUTHORITY:

**Guidelines:** The role performs under general guidelines and managerial direction.

**Decision Making:** The role doesn't make any management decision. Being Subject Matter Expert responsible for technical level decisions on regular basis.

#### 6. COMMUNICATIONS & WORKING RELATIONSHIPS:

#### Purpose:

##### Internal:

- Relevant staff in all Complexes of the Bank specially CP Complex and Regional Hubs and the entities.

- Develop policies and strategies for the Health Sector, educate others, share knowledge and research work.

##### External:

- Member and Non-Member Countries, developers, other development partners & international agencies as well as research institutions.

- Implement development programs, assess impact of development programs, educate on sector specific policies and developments, assist in policy development.

## 7. FINANCIAL ACCOUNTABILITIES:

**Budget:** Not Applicable.

**Portfolio/ Funding Size:** Not Applicable.

**Cash flow:** Not Applicable.

## 8. EDUCATION, CERTIFICATION & EXPERIENCE:

## Competencies:

### Academic and professional qualifications:

- Minimum Bachelor's Degree in Public Health. Master's or PhD Degree in Public Health are highly preferred.
- Minimum 8 years of experience for Bachelor holder (or 6 years for Master holder or 4 years for PhD holder) in developing and implementing Health related policy, strategy, global practices, program/projects, of which 3 years in a multi-lateral development institution, or similar institution.

### Skills & Necessary Knowledge:

- Knowledge of the latest development and trends in the Global Health Sector, globally and developing countries, in particular.
- Knowledge in conceptualizing and managing Health projects/ programs.
- Knowledge of the factors influencing Health sector, especially in the developing countries.
- Project management skills.
- Analytical Skills (sector analysis, diagnosis studies and country context analysis)
- Development effectiveness.
- Stakeholder Management.
- Relationship Building.
- Report Writing Skills.
- Presentation Skills.
- MS Office skills-Word, Excel, PowerPoint.

### Languages:

- |           |                    |
|-----------|--------------------|
| • English | • <b>Mandatory</b> |
| • Arabic  | • Preferred        |
| • French  | • Preferred        |

Core / Behavioural	Level
Adaptability	Proficient
Teamwork	Proficient
Client Centricity and Stakeholder Management	Proficient
Motivation to Learn and Share Knowledge	Proficient
Drive for Results	Proficient
Leadership	Level
Change & Transition Management	Proficient
Solutions and Result Management	Proficient
Innovation and Future Orientation	Proficient
Leadership and People Management	Proficient
International and Multicultural Collaboration	Proficient
Communication and Partnership	Proficient