



Ministry of Health

## Terms of Reference

### Program Manager of COVID-19 Risk Communication (Local) Maldives: COVID-19 Emergency Response and Health Systems Preparedness Project

## Terms of Reference

MV-MOH-216930-CS-INDV

### A. Background

The Government of Maldives (GoM) has received financing from the International Development Association (IDA) and Asian Infrastructure Investment Bank (AIIB) under the Fast Track COVID-19 Facility (FTCF) towards the cost of the Maldives COVID-19 Emergency Response and Health Systems Preparedness Project (COVID-19 ERHSPP), and intends to apply part of the proceeds of these funds towards payments under the contract for a Program Manager of COVID-19 Risk Communication for this project implemented by the Ministry of Health (MoH).

The objective of the COVID-19 ERHSPP is to respond to and mitigate the threat posed by COVID-19 and strengthen national systems for public health preparedness in Maldives. The objective will be achieved through the implementation of activities that support further prevention of COVID-19 transmission combined with activities that strengthen the health system's capacity for disease management. Both approaches are essential to the immediate response and will serve the dual purpose of simultaneously strengthening the health system beyond the current crisis for the medium term. The project has four components, summarized below:

- 1. Component 1 – Emergency Response for COVID-19 Prevention:** procurement of essential protective equipment and other essential items to protect healthcare workers and patients; risk communication, community engagement and behavior change, including social distancing measures and associated mitigation strategies.
- 2. Component 2 – Emergency Health System Capacity Strengthening for COVID-19 Case Management:** strengthening the centralized and decentralized health system capabilities for disease surveillance, case management and infection prevention and control (IPC).
- 3. Component 3 – Implementation Management and Monitoring and Evaluation:** strengthening of public structures for the coordination and management of the project, including central and regional arrangements for coordination of activities, financial management, procurement and social and environmental management.
- 4. Component 4 – Contingent Emergency Response Component:** a zero-dollar component to ensure additional flexibility in response to the current and any potential other emergency that might occur during the lifetime of this project.



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The MoH wishes to contract a Program Manager of COVID-19 Risk Communication who will lead the Risk Communication at Health Emergency Operation Center. The Program Manager is expected to report to the Project Director or any other person assigned by the Project Director. The Program Manager will also closely liaise with the Task Team from the World Bank, Asian Infrastructure Investment Bank (AIIB) and other stakeholders.

### **B. Objectives**

The primary objective of the Program Manager – Risk Communications is carry out public awareness and risk communication activities related to Covid-19, for different target populations including those at higher risk for Covid-19

### **C. Scope of Services**

- Manage public health promotion activities for communicable diseases, especially targeted towards COVID-19
- Coordinate media appearances and press briefings in consultation with the relevant stakeholders and technical experts
- Manage the development and dissemination of IEC materials for public health promotion especially related to COVID-19

### **D. Required Expertise and Qualifications**

- **MUST have a MNQF level 9 qualification in a communication related field OR MNQF level 7 or 8 qualification in a communication related field with 3 years work experience in a related field**
- **Priority to be given for applicants with prior experience in health field.**
- Fluency in communication skills and able to prove excellent writing skills in English/Dhivehi will be an added advantage.
- Good leadership and management skills will be an added advantage
- Good knowledge of computer skills (especially Microsoft office applications such as Excel, Access and PowerPoint) will be an added advantage
- Have excellent knowledge in developing activity proposals and budget estimates.
- Ability to delegate and monitor tasks effectively will be an added advantage
- Ability to manage time effectively and adhere to tight deadlines will be an added advantage
- High degree of flexibility, creativity and good inter-personnel skills will be an added advantage will be an added advantage
- Ability to work for long and odd hours is preferable



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**E. Contract Duration**

This is a 1-year contract. Upon signing of the contract, 3 months shall be counted as the probationary period. The contract shall be renewed based on performance, need, and funding.

This contract is expected to commence in March.

**F. Remuneration**

Successful candidate will be paid an all-inclusive monthly fee of Maldivian Rufiyaa 17,550.00 – 20,160.00