

## **WHO Regional Office for Europe/European Observatory on Health Systems and Policies**

### **OBS contract for Project Management/Analysis work**

#### **Background**

The Observatory commissions country monitoring (health systems profiles); analytic studies; and knowledge brokering to

- Generate evidence on the WHO European Region
- Provide comparative analysis
- Support policy makers.

The analysis will inform governments' thinking on health expenditure and financing reform measures; optimization of health services delivery; organization and management and use of human and other resources.

This involves technical work to identify key issues, provide evidence on reform options and priority actions; generating insights to improve the functions and structure of public sector efficiency and performance.

#### **Description of work**

##### **Work structure**

Work will consist of

- Activity 1: Project management of assigned OBS projects
- Activity 2: Country monitoring
- Activity 3: Health system comparison and analysis

##### **Role of OBS Project Manager/ Analyst**

The project manager/analyst role involves both project management and technical analysis functions across the three Activities as follows:

###### *i) Project management*

- Co-ordination, management and monitoring of all assigned Observatory deliverables
- Co-ordination of Observatory inputs relating to assigned tasks
- Support to workshops, consultation activities, meetings and the organization of a set of Policy Dialogues, where applicable;
- Close liaison with the Dissemination and Publications team;
- Monitoring and reporting of project budgets, where applicable;
- Supporting contracting arrangements with external technical experts involved in assigned work, where applicable.

###### *ii) Technical elements*

- Editing and writing of health system profiles (HiTs)
- Leading analysis on chapters or parts of project reports or analytical studies
- Supporting comparisons across Member States through analysis and written deliverables in various formats

iii) *Knowledge brokering*

- Major editorial role for the policy quarterly publication *Eurohealth* (3 issues from March to December 2016)
- Editing and co-ordination of designated country pages for the *Health Systems and Policy Monitor*
- Editing of reports
- Contributing to the writing up and editing of policy briefs.

**Selection Criteria**

This role requires high-level project management skills and experience, as well as extensive knowledge and experience of health system analysis. Contractors are expected to have:

- a) Extensive experience in project management in the form of coordinating health system projects or studies and/or overseeing budgets and/or liaising with multiple participants and/or agencies (minimum 10 years demonstrable experience);
- b) Demonstrable experience in producing health system (HiT) profiles as evinced by published health system reports (at least 5 years of experience and at least 8 reports published);
- c) A track record in technical editing and writing for a range of health systems and health policy studies or reports (minimum 10 years of experience and at least 10 reports edited) ;
- d) Sound and demonstrable experience in the areas of health systems analysis, including on health systems performance assessment, as demonstrated by published studies or reports;
- e) Excellent knowledge of the English language (C1 level), with proven track record in writing and editing in English;
- f) Familiarity with the Observatory's health system review programme is desirable, but not essential.

**Application**

Candidates are kindly requested to submit the following to [info@obs.euro.who.int](mailto:info@obs.euro.who.int) (naming their email "application Project Management/Analysis work"):

- A copy of their CV
- A motivation letter also showing how they meet the selection criteria a) to f)
- A daily rate and the numbers of days in a calendar year they could dedicate to the tasks
- The earliest date of the calendar year they could take on the first assignment

Deadline to submit your application: 26 February 2016