

## **Job Description**

Job Title: **Health System and Community Empowerment Specialist**  
*(Responsible for health system strengthening, and Community mobilization and Empowerment)*

Responsibility Level: Specialist

Employee's Name:

Grade/Steps:                      Grade:    Step:

Supervisor:                      Team Leader

Co-Supervisor:

Workstation:                      Project Support Office, Butwal

Job Type:                      Full-time

### **Job Summary:**

The Health System and Community Empowerment Specialist is on-the-ground FAIRMED staff member providing technical assistance, and support to local health facilities, Public Health programs of the province focusing on system strengthening and capacity enhancement of HWs in delivering service with quality. The position also works with partner NGOs to identify the field staff's capacity needs and providing technical support to ensure LNOB is applied well, and community is empowered to exercise their basic rights to essential health care and utilize the various social schemes of the federal and local government. The incumbent will work closely with the Team leader to ensure timely and quality implementation of planned activities and documentation is done regularly and shared to various levels periodically as per the schedule prepared by the Team.

The incumbent will work closely with the Municipal Health unit, HFs and Hospitals to understand the critical gaps, and share with the TLs and rest of the team members, review the YPO and find a reasonable way forward. Similarly, s/he will work closely with the TL for coordination, collaboration and advocacy with Province and Municipalities so as to ensure Health system is strengthened and the achievements are inbuilt in the system and have ownership by the local government.

The incumbent will be supervised by the Project Team Leader and will maintain regular consultation with the Technical Coordinator-Program Quality. The position is also expected to work closely with other thematic specialists, and partner's team in the project as appropriate.

### ***Specific job responsibilities:***

#### **Community Mobilisation and Empowerment**

- Work with TL to support the partner NGOs to institutionalize health issues and train the project staff to implement project activities following the right process and in a timely manner working closely with thematic leads specifically Inclusion and Health Promotion Specialist.
- Work closely with CO and other Thematic Specialist in the Team for development of detailed implementation guidelines of the planned activities.
- Work with TL to strengthen partnership and collaboration with key government actors at province and local government and also with another stakeholder.
- Maintain good Collaboration with municipalities, and other likeminded organizations working in the area of governance and health system in the area of basic health care
- Support PTL to build rapport with potential resourceful organizations, identify available resources and plan for resource mobilization.
- Support TL and Thematic lead to promote integrated approach by the PNGOs and Government authorities, work with M&QS to optimize the utilization of LNOB mapping data and encourage them for resource collaboration with other sectors and utilize window of opportunity at the HFs level (NTDs-MNH integration).
- Document timely and adequately with periodic sharing and dissemination

### **Health System Strengthening**

- Joint Identification of critical gaps and provide appropriate technical support to Provincial and local government to address gaps in terms of HW's capacity on basic health services delivery and functionalizing the health system and governance for smooth and quality service delivery.
- Jointly with PNGOs identify areas for technical support to the project staff to enable them contributing effectively for the strengthening of the health system.
- Provide technical backstopping to the HFs as required for the implementation of Minimum Service Standards (MSS) including support in developing action plan to address the identified gaps.
- Contribute to the process of preparing guidelines and strategy related to health planning, budgeting and monitor progress to the Municipal health authorities
- Participate in local government planning process to ensure inclusion of health care services adequately and appropriately as per the local health needs.
- Support implementation of HFOMC capacity building and providing integrated NTD training to the HWs in NTDs Endemic areas in collaboration with provincial health training center and institutionalized this training into the provincial health training program.
- Assist Team Leader on NTDs issues and act for integration of NTDs in primary health care system (including MNH).
- Document timely and adequately with periodic sharing and dissemination

### **Coordination and Networking**

- Rapport building and advocacy with potential resourceful organizations for synergy building, co-funding or cost sharing in coordination with TL.
- Ensure the projects' planning and activities are adequately aligned with the need and annual program priority of the Municipalities, Health Offices, and relevant authorities as applicable.

- Ensure adequate consultation with Municipalities to align with their priority and plans for health services with project's planned interventions and expected results through regular joint review and follow ups.
- Represent FAIRMED in related meetings, seminars and workshops and maintain contact with government counterparts, line agencies and NTD NGOs as relevant in coordination with TL.
- Support TL to maintain collaboration and network with Provincial Health Directorate, Provincial health training center, Health Offices, District Coordination Committee, Municipal health units and relevant authorities as relevant.

**Documentation, Reporting, and Others:**

- Work closely with project M & E and Communication Officer in CO to identify and document good practices, successful processes and case stories related to the assigned thematic roles.
- Contribute in Team to prepare progress reports about the assigned portfolio on a required frequency and or as instructed by the TL, and Technical Coordinator-Program Quality.
- Facilitate/sharing of major achievements and impacts in the assigned portfolio to the larger forums in consultation with TL, Thematic Leads and Communication Officer.

**Other**

Perform other duties as assigned by Team Leader and as required by the organisation.

**Line Management:** None

**Spending Authority:** None