

TERMS OF REFERENCE:
Coordinator for Health System Strengthening at sub-national level
NEPAL HEALTH SECTOR SUPPORT PROGRAMME (NHSSP)
December 2018

1. BACKGROUND

Government of Nepal (GoN) is committed to improving the health status of its citizens and has made impressive gains despite conflict and other difficulties over the last decades. The Ministry of Health and Population (MoHP) is currently implementing the Nepal Health Sector Strategy (NHSS) 2015-2020. A consortium led by Options, with HERD International, Oxford Policy Management and Miyamoto will be supporting the implementation of this strategy, through the Nepal Health Sector Support Programme, funded by DFID. The General Technical Assistance component focuses to increase the capacity of the MoHP to improve health policy-making and planning, procurement and financial management, health service delivery and the use of evidence for planning and management while the second component aims to increase the MoHP's capacity to build and retrofit health infrastructure to withstand future earthquakes. Overall, the programme is comprised of five workstreams: Health Policy and Planning, Procurement and Public Financial Management, Service Delivery, Evidence and Accountability and Health Infrastructure.

2. RATIONALE

In relation to the health sector, as per the Constitution and Local Level Operation Act, local governments are responsible to deliver basic health services along with management and regulatory functions in the sector. The Government of Nepal has started allocating conditional grant (which also includes earmarked grant for the health sector) and equalization while provision has also been made for special and complementary grant. Similarly, allocation of the revenue as provisioned in the constitution has been practiced from the fiscal year 2018/19.

Local Level Operation Act defines the functions of the Local Level and also describes the planning and budgeting process for the Local Level. Further, inter-governmental fiscal transfer Act defines the basis for the allocation of resources across Federal, Provinces and Local Levels. With the wide responsibility of the Local Level as defined in different documents, several competing priorities can be expected at the Local Level. In this context, it is important for the health sector to secure its due priority as a 'development agenda' at the local level and promote health in all sector in an integrated manner. In this regard, capacity needs to be enhanced to strengthen health system at the local level including its effective alignment with other development initiatives in order to sustain and further accelerate health gains.

Further, since the overall health sector plan is a combination of health plan at Federal, Provincial and Local level, there should be a harmonized approach in planning and implementation across different levels. The MoHP has developed a framework and tools to guide the evidence-based strategic planning and budgeting at the local level. Similarly, Monitoring and Evaluation (M&E) Framework has been drafted outlining the roles and responsibilities of three levels of government for the management of M&E functions in the health sector. Also, progress and successes need to be documented to assess achievement at local level and disseminate the learning to better inform the decision making process at respective levels. MoHP has

selected seven local levels¹ to provide focused technical support for improved delivery of basic health services through the capacity enhancement including for the close monitoring and documentation of the progress. In this regard, dedicated staff will be present at the learning lab sites to support the local government in the health system strengthening efforts.

3. PURPOSE AND OBJECTIVES

The overall purpose of this assignment is to coordinate the activities in the learning lab sites for effective and harmonised approach in supporting the local government at the learning lab sites.

Specific objectives are to:

- Manage and coordinate the quality and timely implementation of the activities planned in the learning lab (LL) sites.
- Support in monitoring the work and the deliverables of the staff placed in the learning lab sites
- Support the staff at learning lab sites in implementing tools concerning capacity enhancement such as organisational capacity assessment, minimum service standards and routine data quality assessment
- Support in documenting the learnings from the LL sites in the form of case studies, blogs and manuscripts.
- Contribute in advocacy and policy dialogue meetings at federal, provincial and local level in relation to health system strengthening.
- Support in mainstreaming Gender Equality and Social Inclusion (GESI) perspectives at the local level to leave no one behind.

4. TASKS

The position will work closely with strategic advisor and work streams of the NHSSP and identified local governments and NHSSP staff at LL sites. This position will be responsible for coordinating the support to the designated local governments with the following tasks:

- Ensuring timely and duly management and implementation of all activities as per the LL implementation plan and revisit the plan as relevant;
- Providing technical guidance to staff members stationed at local level for the implementation the annual plan, and ensuring that their work is conducted in a timely manner and hold high quality;
- Reviewing periodic reports and other deliverables produced in relation to the programme implementation at LL to ensure the quality of the deliverables and reports;
- Ensuring accurate and timely submission of quarterly and annual activity progress reports and other technical reports;
- Supporting in documenting learnings from the LL sites. This includes producing factsheets, policy briefs, case studies, blogs and manuscripts as relevant;
- Monitoring implementation of budget for the LL sites and forecast budgetary implications, and liaise with NHSSP works streams on technical matters;
- Establishing operating arrangements for financial management and accountability, including ensuring all supporting documents are maintained;

¹ Itahari Sub Metropolitan, Sunsari (P1); Dhangadhimai Municipality, Siraha (P2); Madhayapur Thimi Municipality, Bhaktapur (P3); Pokhara Metropolitan, Kaski (Gandaki province); Yeshodhara Rural Municipal, Kapilvastu (P5); Kharpunath rural municipality, Humla (P6); Ajayameru Rural Municipality, Dadeldhura (Sudur Pashim Province).

5. Qualification and experience:

- At least master's degree in public health or relevant social sciences
- Minimum of 10 years of experience with at least 5 years progressive experience at managerial level
- Excellent technical writing skills in both English and Nepali
- Familiarity with the health planning and budgeting process in the health sector
- Familiar with the ongoing health sector reform process and health system building blocks
- Demonstrable experience in coordinating multiple stakeholders in local development programme

6. DELIVERABLES

- Quarterly progress reports of activities in the LL sites.
- Assessment of organizational capacity of local level including the development of action plan
- Assessment of health facilities using Minimum Services Standards and other relevant assessment tools
- Periodic documentation of the situation and progress at the local level

7. TIMEFRAME and DUTY STATION

January 2019- June 2019, Kathmandu.

8. REPORTING

Health Policy and Planning, NHSSP

9. OTHER

Any expenses deemed necessary to be incurred to deliver the programme need to be approved HPP advisor, NHSSP and will be covered by the programme office. This may include: travel within Nepal, accommodation, per diem, in line with programme policies.