HEALTH INSTITUTIONS AND SYSTEMS SPECIALIST
TERMS OF REFERENCE

AusAID Job Level and Professional Discipline Category: C3

Reports to: HHISP Director, AusAID Program Director

Location: Port Moresby, Papua New Guinea

Duration: Full-time (Initial 3 year Contract)

Position Description:
The Health Institutions and Systems Specialist will be responsible for capacity diagnostic activities to determine priority areas for the HHISP.

Key Responsibilities and Tasks:
  a) Facilitate capacity diagnostics and analyses in response to AusAID Tasking Notes to recommend the most appropriate form of capacity building/technical assistance in the health and HIV/AIDS field to meet needs;
  b) Source and mobilise appropriate capacity building/technical assistance in response to AusAID Tasking Notes and in accordance with the Adviser Remuneration Framework within agreed timeframes; and
  c) Report regularly to the AusAID Health Program office, in line with contractual requirements.

Skill Requirements:
  a) Demonstrated project/program management experience (10+ years) in an international development context;
  b) Experience in working in PNG and/or the Pacific and in partnership approaches;
  c) Experience in the use of quantitative and qualitative approaches to monitoring of results;
  d) Demonstrated experience in design and implementation of capacity development approaches;
  e) Strong knowledge and experience in areas of technical understanding of Health and HIV/AIDS; and
  f) Key personal attributes include:
    - Collaborative and partnership style of working;
    - Flexibility and responsiveness;
    - Team leader and team builder;
    - High level problem solving skills;
    - Highest level of integrity and ethics; and
    - Excellent communications skills.