REQUEST FOR SERVICES
to
HELEN KELLER INTL

Nature of Services: Coronavirus Response Team Leader
Summary: The Coronavirus Response Team Leader will help lead Helen Keller Int'l’s global response to the COVID-19 pandemic. S/he will work with the Chief Program and Innovation Officer, Technical Program Teams, Country/Regional Teams, Business Development Unit, and External Relations Department to refine the organization’s response, raise funds, and support rapid implementation of effective interventions. Helen Keller’s response efforts are being conducted in collaboration with major partners, including key donors and coordinating agencies such as WHO and UNICEF.

Duration: 20-day consultancy, renewable according to program needs and funds available.

Background: Helen Keller has field programs in 19 countries in Africa and Asia, all of which have reported cases of COVID-19, and many of which are extremely vulnerable to the immediate and long-term consequences of the epidemic on public health. Our international programs are in nutrition, neglected tropical diseases, and eye health. Helen Keller staff have extensive experience in developing programs and field research of direct relevance to short-term and long-term COVID-19 response needs, and some experience responding to crises such as the 2014 Ebola epidemic in West Africa. Emergency response, however, has not been a major focus of the organization’s work. As a result, a strategy and complementary system need to be developed to rapidly design and implement a multi-country emergency response to COVID-19.

Objectives:
   a. This strategy will be informed by a variety of sources, first and foremost of which are field staff working in country programs and members of the communities served by Helen Keller.
   b. This strategy will be based on work with communities as co-creators, co-leaders, and equal partners, and not just as recipients of aid.
2. Spur the development and implementation COVID-19 response programs in at least 10 countries.
3. Position Helen Keller to undertake at least three research projects related to COVID-19.
4. Provide sufficient information to Helen Keller’s External Relations Department in order to deliver compelling communication campaigns to external audiences.
5. Work collaboratively with Technical Program Teams, including those focused on nutrition, neglected tropical diseases, monitoring and research; the Business Development Unit; and, most importantly, with Country/Regional Teams.
Deliverables:
1. A concise, 5-7-page summary of Helen Keller’s COVID-19 response strategy.
2. At least 5 concept notes submitted to donors, of which at least one involves two or more countries.

Qualifications and experience:
Required:
1. Extensive experience with public health in developing countries, particularly in Africa and Asia
2. Experience leading and coordinating short-term responses to crisis
3. Ability to work rapidly and in an organized fashion
4. Ability to work well with other professionals of varied cultural and professional backgrounds
5. Ability to compose clear, compelling written documents
6. Ability to communicate clearly in meetings, and to lead meetings effectively
7. Public health academic qualifications, such as master’s in public health

Desirable:
8. Field and coordination experience with infectious disease epidemics
9. Specific technical knowledge of and field experience with infectious diseases, nutrition, water and sanitation, and community health
10. Preferred fluency in French
11. Experience with public health operational research
12. Familiarity or experience with Helen Keller programs

Specific Requests for Information:
Please describe the nature of your experience as a public health professional and why your experience is well suited to the nature of the work described above. In particular, please be sure to address the qualifications and experience listed above and comparable projects work.

In addition, please provide your CV and three references who may be contacted by HKI. These references should be existing clients with service requirements similar to HKI.

Please submit your proposal to consultants.recruitment@hki.org noting the consultancy title in the subject line.