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| World Health Organization**Regional Office for Europe**Weltgesundheitsorganisation**Regionalbüro füR Europa** |  | Organisation Mondiale de la SantÉ**Bureau RÉgional de l'Europe**ВсемирнаЯ организациЯ здравоохранениЯ**Европейское региональное бюро** |
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|  | **19 November 2013** |
|  | **Original: English** |

**TERMS of REFERENCE for a Consultant, locally recruited, to provide technical support to the WHO Regional Office for Europe in the area of laboratory system strengthening and influenza surveillance**

**I. Background**

The WHO Regional Office for Europe (WHO/Europe) is seeking a consultant with a laboratory and public health background to provide input on activities being conducted in the area of laboratory system strengthening and influenza surveillance.

In the area of laboratory system strengthening, (WHO/Europe) provides support to countries by developing national policies and strategies for laboratory services, and by improving the quality of laboratory services and in-country laboratory training curricula. This work is currently ongoing in 5 countries of eastern Europe (Armenia, Republic of Moldova, Tajikistan, Turkmenistan and Uzbekistan) as part of the WHO/Europe “Better Labs for Better Health” initiative[[1]](#footnote-1). The work is conducted with National Laboratory Working Groups established by the Ministries of Health in the targeted countries and covers all laboratories and laboratory services dealing with health, both human and animal. Implementation of activities is based on WHO guidance, tools and training curricula[[2]](#footnote-2). Best practices, methodologies and other outputs from the activities such as training curricula will be shared with other countries in the Region.

In the area of influenza surveillance, WHO/Europe, in coordination with the European Centre for Disease Prevention and Control (ECDC), publishes a weekly Regional bulletin, EuroFlu (see [www.euroflu.org](http://www.euroflu.org) ).

**II. Objectives**

* Strengthen laboratory capacities in countries of eastern Europe
* Improve the impact of the EuroFlu bulletin.

**III. Scope of Work**

The consultant will support the “Better Labs for Better Health” initiative by:

1. Enhancing the dissemination of WHO guidance, tools and methodologies to laboratories in the WHO European Region by drafting content for WHO/Europe webpages on laboratory activities.
2. Assist with the organization of an inter-country meeting to share best practices for laboratory system strengthening and laboratory quality management system implementation and draft or contribute to the development of the technical report reflecting the outcomes
3. Develop terms of reference and assist with the organization of missions to countries by liaising with WHO Country Offices
4. Assist with the organization of a laboratory managers training for heads of National Influenza Centres and draft or contribute to the report reflecting the outcomes of the trainings
5. Maintain a database of all the laboratory training programmes delivered by WHO/Europe and partners as well as participants who attended
6. Provide input to activities conducted in the five countries including finalizing and disseminating mission reports, providing input to laboratory system assessments, laboratory training curricula assessments and national policy and strategy development
7. Participate in WHO missions to countries as needed

The consultant will support influenza surveillance by:

1. Assisting with an evaluation of the EuroFlu bulletin
2. Provide support to efforts to increase the harmonization of the EuroFlu bulletin with the ECDC Weekly Influenza Surveillance Overview (WISO)

**IV. Deliverables and timeframe**

The contract will run from early January to 30 June 2014.

**Activity 1:** Updated WHO/Europe webpages on laboratory system strengthening (by 31 January 2014)

**Activity 2:** Report of theinter-country meeting to share best practices for laboratory system strengthening and laboratory quality management system implementation (by 30 June 2014)

**Activity 3:** Terms of reference developed for at least 3 missions (by 31 May 2014).

**Activity 4:** Report of thelaboratory managers training for heads of National Influenza Centres (by 30 June 2014)

**Activity 5:** Updated laboratory training database (by 30 June 2014)

**Activity 6:** At least 3 reports of missions or assessments finalized and disseminated (by 30 June 2014)

**Activity 7:** Participated in 1-3 WHO missions (by 30 June 2014)

**Activity 8:** Report ofan evaluation of the EuroFlu bulletin finalized (by 28 February 2014)

**Activity 9:** Proposal on how to better harmonize the EuroFlu bulletin with the WISO finalized (by 30 June 2014)

**V. Qualifications, experience and skills**

The Consultant should have the following qualifications and expertise:

**Qualifications**

* A degree in biology, biochemistry, laboratory medicine, or related laboratory-focused degree (essential)
* Trained in public health (desirable)
* Trained in laboratory quality management (desirable)

**Experience**

* At least 2 years’ experience working in a laboratory or public health setting (essential)
* At least 1 years’ experience working with international organizations in the area of laboratory capacity strengthening (desirable)
* Experience with working for WHO or another international public health organization (desirable)

**Skills/knowledge**

* Report writing skills
* Presentation and communication skills
* Project management skills
* IT skills (databases, excel)

**VII. Supervision**

The Consultant will work under the supervision of Dr. Caroline Brown, Program Manager, Influenza & Other Respiratory Pathogens program, WHO Regional Office for Europe, Denmark.

**VI. Remuneration and budget**

The level of remuneration will be governed by WHO policy guidelines and will be determined by knowledge, qualifications and essential experience of the applicant. The consultant will work full-time with an expected 120 days of work between 6 January and 30 June, 2014.

Please send your application and CV to Dr. Caroline Brown at cbr@euro.who.int by 30November 2013. Applications sent after this date will not be considered.

1. <http://www.euro.who.int/en/health-topics/emergencies/international-health-regulations/core-capacities/whoeurope-strengthens-laboratory-core-capacities> [↑](#footnote-ref-1)
2. <http://www.euro.who.int/en/health-topics/communicable-diseases/influenza/laboratory-network/laboratory-workshops-and-training> [↑](#footnote-ref-2)