

# **CALL FOR PROPOSAL**

## **TERMS OF REFERENCE**

### **Consultant**

<b>1. Area of expertise</b>
Consultant - Alliance for Transformative Action on Climate and Health (ATACH)
<b>2. Purpose of consultancy</b>
<p>To contribute to the ATACH's day-to-day operations and management, which are centered around the following 4 activities:</p> <ul style="list-style-type: none"> <li>A. Communicate with current and potential partners – state and non-state actors;</li> <li>B. Set up and host ATACH meetings and gatherings;</li> <li>C. Develop materials needed for day-to-day operations including but not limited to mapping of relevant projects and initiatives led by ATACH participants, meeting reports, writing strategic documents and reports, and preparing official forms;</li> <li>D. Contribute to the delivery of the ATACH Strategy, communications plan and workplan, including by following-up with partners.</li> </ul>
<b>3. Background</b>
<p>Recognizing that climate change poses a significant threat to public health, exacerbating existing health inequalities and vulnerabilities within our populations, and that the health sector contributes around 5% of global greenhouse emissions, in 2021 the United Kingdom as COP26 Presidency in collaboration with WHO and other partners, launched the COP26 Health Programme. The initiative sought to elevate awareness around the threat posed by climate change to human health and called for action and commitments from countries to develop climate-resilient and low-carbon health systems.</p> <p>In June 2022, the <b>Alliance for Transformative Action on Climate and Health (ATACH)</b> was established as a WHO-led initiative to realize the ambition set at COP26 through a global platform bringing together governments and key stakeholders to drive this agenda forward at pace and scale; and promote the integration of climate change and health nexus into respective national, regional, and global plans. While the ATACH was initially launched to support countries to deliver on the COP26 Health Programme commitments, it has since expanded to incorporate additional to incorporate additional commitments made at COP27 (2022), COP28 (2023) and the 77<sup>th</sup> World Health Assembly (2024), reflecting interest and prioritization of this agenda.</p> <p>As of September 2024, the ATACH has grown to include 85 countries committed at Ministerial level to taking action to build climate resilient and low carbon sustainable systems. In addition, the ATACH has established collaborations with over 70 non-state partner organizations. The ATACH provides a platform for coordination and alignment; knowledge and best practice exchange; networking, and access to support and opportunities to link up to existing initiatives; tackling common challenges; and monitoring global progress on climate and health.</p>

<b>4. Deliverables</b> <p><b>Deliverable 1:</b> Maintain a database of focal points of ATACH participants (countries and organizations) with their relevant information for e-mailing and communications purposes. Expected by: continuous task.</p> <p><b>Deliverable 2:</b> Organize relevant ATACH meetings, both online and in person, and other required technical meetings. Expected by: continuous task.</p> <p><b>Deliverable 3:</b> Facilitate the implementation of the ATACH Strategy, communications plan and work plan, including working with internal and external leads of activities and sub-groups of the ATACH, and reporting on those. Expected by: continuous task.</p> <p><b>Deliverable 4:</b> Produce background materials needed for the day-to-day operations of ATACH (e.g., website and newsletter content, drafting of letters, meeting summary notes, presentation slides, procurement / contracting documents, etc.). Expected by: continuous task.</p> <p><b>Deliverable 5:</b> Provide information on WHO's FENSA process to partners interested in joining the ATACH. Expected by: continuous task.</p>
<b>5. Qualifications, experience, skills, and languages</b> <p><b>Educational Qualifications:</b> Minimum first university degree in Public Health, Environmental health, epidemiology, or related fields.</p> <p><b>Experience</b> Essential: At least 5 years of relevant experience in environmental health or climate change work. Experience in environmental health or climate change and health. Experience in working in international settings with staff from various geographical regions.</p> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Experience in project management.</li> <li>• Experience in high-level event planning involving government representatives and multilateral and non-governmental organizations.</li> <li>• Experience with database management (especially using Excel), basic HTML, and marketing platforms (e.g., Mailchimp and Campaign Monitor).</li> <li>• Experience of drafting various types of communications including meeting reports, presentation slides, website content.</li> </ul> <p><b>Skills/Knowledge:</b> Excellent interpersonal and communication skills.</p> <p><b>Languages and level required (Basic/Intermediate/Expert):</b> Essential: Expert knowledge of English. Desirable: Intermediate knowledge of French or other UN languages.</p>

<b>6. Location</b>
Off site: home-based
<b>7. Travel</b> - <i>If travel is involved, full medical clearance is required</i>
The consultant may be expected to travel.
<b>7. Remuneration and budget (travel costs excluded)</b>
<p>a. Remuneration: Band level B - USD 7,000 - 9,980 per month.</p> <p>b. Expected duration of contract: 11 months (Maximum contract duration is 11 months per calendar year)</p>
<b>8. Technical Supervision</b>
<p>For the Climate Change and Health team:</p> <ol style="list-style-type: none"> <li>1. Hiring Manager: Elena Villalobos Prats</li> <li>2. Collaborator: Amy Savage</li> <li>3. Administrative focal point: Carine Cruz</li> </ol> <p>If you are interested, please send your CV by 18 December 2024 to <a href="mailto:healthclimate@who.int">healthclimate@who.int</a> with cc to <a href="mailto:attach@who.int">attach@who.int</a> and add "Consultancy day-to-day operations for ATACH" to the email's subject.</p>