

Terms of Reference

The consultancy is ordered by:

| | |
|-------------|--|
| Unit: | Monitoring Nutrition Status and Food Safety Events (MNF) |
| Department: | Nutrition and Food Safety (NFS) |

1. Purpose of the Consultancy

Member States and WHO are using the International Food Safety Authorities Network (INFOSAN) to rapidly and efficiently share information on food safety events of an international nature in order to minimize the public impact of these events. The development and operations of INFOSAN are priorities for the Department of Nutrition and Food Safety. Additional support is required at the INFOSAN Secretariat in order to move several projects forward, many of which were identified during the Global INFOSAN Meeting in December 2019. In particular, there is a need for additional human resources to support INFOSAN members in Arabic-speaking countries. The consultant will assist with several priority projects undertaken by the INFOSAN Secretariat.

2. Background

INFOSAN links up all the national food safety authorities and other relevant national agencies in charge of managing food safety events at the national level. The network is responsible for the development and maintenance of a network community website and tools to ensure an effective international coordination and management of major food safety or food related events, and to provide support to countries in strengthening their food safety surveillance and response capabilities in support of the IHR (2005) implementation.

3. Work to be performed

Output 1: Increased number of active and engaged members registered on the INFOSAN Community Website, with a specific focus on Arabic-speaking countries.

Activity 1.1: Ensuring that membership of INFOSAN is strengthened and maintained, including through outreach activities to register Emergency Contact Points and Focal Points.

Activity 1.2: Education of new members through delivery of online training activities including webinars and simulation exercises conducted in Arabic.

Output 2: Support to the INFOSAN Secretariat to identify and follow-up on food safety events, particularly in the Eastern-Mediterranean region.

Activity 2.1: Monitoring of Arabic language media for food safety events of potential international concern.

Activity 2.2: Following-up with INFOSAN members in Arabic during international food safety events.

Activity 2.3: Supporting documentation, summary and analysis of international food safety events for compilation in ad-hoc reports and/or other publications.

4. Technical Supervision

The selected Consultant will work on the supervision of:

| | | | |
|----------------------|-------------------|--------|---------------------|
| Responsible Officer: | Carmen Savelli | Email: | savellic@who.int |
| Manager: | Peter Ben Embarek | Email: | benembarekp@who.int |

5. Timelines

Start date: 01/07/2020

End date: 31/12/2020

6. Work effort

| | | | | |
|---|---|---|---|-------------|
| 6 | Months (Please note that one month = 20 days) | <input type="checkbox"/> And <input type="checkbox"/> | 0 | Days |
| | | Or | | |

Corresponds to a Full-Time Equivalent of: 100 %

(100% equals 40 hours a week – 4 weeks a month)

7. Specific requirements

Qualifications required:

University degree in public health, life science, veterinary medicine, food safety or other related area

Experience required:

- Experience working in the field of food safety or public health (required)
- Experience working with international organizations, including WHO or FAO (desirable)
- Experience working with INFOSAN (desirable)

Skills / Technical skills and knowledge:

- familiarity with food safety issues and international emergency response activities
- knowledge of INFOSAN and related activities
- Ability to interact in multidisciplinary and cross-cutting environment involving technical, cultural and political elements
- Sound analytical and organizational skills
- Excellent presentation and communication skills (in English and Arabic)
- Proven ability to work and produce results under pressure in critical situations
- Tact, diplomacy and courtesy
- Ability to work harmoniously as a member of a team, adapt to diverse cultural and educational backgrounds and maintain a high standard of personal conduct

Language requirements:

Essential: Expert knowledge of written and spoken English and Arabic

8. Place of assignment

WHO HQ, Geneva, Switzerland (TBC); there may be a possibility to work remotely for part of this assignment given the COVID-19 pandemic and related travel restrictions.

9. Remuneration

Monthly rate will be in accordance with consultant pay band P2 level

Interested parties should prepare their CV in WHO format here:

<https://careers.who.int/careersection/ex/jobsearch.ftl> then download the CV in PDF format and submit it to infosan@who.int with a short cover letter by 15 June 2020.