



East, Central and Southern Africa Health Community

Vacancy Advertisement

Senior Emergency Preparedness and Response Specialist

The East, Central, and Southern Africa Health Community (ECSA-HC) invites applications from suitably qualified persons, who are nationals of Member States, for the Post of Senior Emergency Preparedness and Response Specialist. The position is tenable at the ECSA Health Community secretariat based in Arusha, Tanzania. The incumbent will report to the Project Coordinator.

1.0 Background of the Organization

The East, Central, and Southern African Health Community (ECSA-HC) is a regional organization set up in 1974 to promote the highest possible standards of health among member states. It is mandated to foster cooperation that will lead to the strengthening of health care programmes among member states in the region. The Secretariat implements its activities through four specific programme clusters, namely:

- Family Health and Infectious Diseases;
- Non-Communicable Diseases, Food Security and Nutrition;
- Health Systems and Capacity Building; and
- Knowledge Management, Monitoring and Evaluation.

2.0 Broad Purpose of the Post

The Senior Emergency Health and Response Specialist will lead activities under the Multi-Phase Approach Health Emergency Preparedness, Response and Resilience (MPA-HEPRR) Project, on response and continuity of services during public health emergencies (PHEs) by assisting countries to develop mitigation strategies and guidelines for the continuation of essential services including non-communicable diseases, reproductive, maternal, newborn, child and adolescent health (RMNCAH) services and menstrual hygiene products and maternal health supplies working with other partners. The officer will also coordinate ECSA-HC support to countries for RCCE activities when needed.

3.0 Specific Responsibilities

- i. Support activities to strengthen regional regulatory and management mechanisms of health professionals (surge capacity) to enable the swift mobilization of health workers across borders during health emergencies.
- ii. Generating regional knowledge and evidence through selected regional operational and analytical research.
- iii. Improve capacities for forecasting and prepositioning of stockpiles and critical supplies for priority HEs based on risk profiles.
- iv. Support the Medical specialist to support countries to conduct periodic assessments and evaluations for preparedness to health emergencies, including SPAR, JEE, after-action reviews, and intra-action reviews for HEs as they occur.
- v. Lead the countries' national and local health authorities to assess and map existing and emerging health risks as needed.
- vi. Collaborate with other project stakeholders to support the assessment of health needs of affected populations.
- vii. Work with the medical epidemiologists to support countries in conducting readiness assessments and simulation exercises to test the preparedness capacity.
- viii. Develop mitigation strategies and guidelines for the continuation of essential services, including reproductive, maternal, newborn, child, and adolescent health services and menstrual hygiene products, and maternal health supplies
- ix. Supporting regional knowledge management activities
- x. Support integration of demographic characteristics such as sex, age, and pregnancy status into all regional surveillance systems.
- xi. Provide technical guidance to the Ministry of Health (MoH), local health authorities and partners on the establishment/strengthening of a sub-national Emergency Management System for multi-sectoral emergency management
- xii. Assess sub-national capacities for emergency management, including preparedness, and support the development of a national and, if needed, a sub-national Health Emergency Response Plan.
- xiii. Review the Health Plan/ Health Emergency Response Plan as needed (when these already exist), take additional action, including the development of contingency plans for specific high-priority risks.
- xiv. Mobilize and coordinate resources, oversee the operational and strategic planning of the health response plans.
- xv. Coordinate the development, implementation, monitoring, and evaluation of health emergency response strategies
- xvi. Support countries to develop contingency and operationalise the interventions during emergencies, funds for immediate response to emergencies, including outbreaks in the designated sites.
- xvii. Work with project countries to develop plans for the provision of services for common acute medical/surgical conditions that require time-sensitive interventions.
- xviii. Provide technical input in the development of digital platforms to support essential health service delivery during emergency situations.

- xix. Contribute to setting the agenda and coordinating RAC meetings, and co-lead the community of practice as will be assigned
- xx. Perform any other related functions and duties as may be assigned by the supervisor.

4.0 Education Qualifications and Professional Experience

- i. Master's degree in Medicine
- ii. A postgraduate qualification in emergency medicine or public health
- iii. At least 5 years' experience in clinical practice and with an additional 5 years' experience in the use of digital technologies and e-health for health surveillance and emergency response, and technical and operational experience in public health prevention, care, and control measures for health emergencies
- iv. Proven analytical skills and writing ability as demonstrated by reports and scientific publications in the area of public health
- v. Excellent diplomatic and negotiation skills
- vi. Ability to work in a multicultural setting

5.0 Essential Skills and Competencies Required

Computer and data management literate, proficiency in Microsoft Word, PowerPoint, and Excel

- i. Knowledge and skills in data processing and information analysis, including knowledge of statistical packages and applications such as SAS/SPSS/STATA, ACCESS
- ii. Good communication skills
- iii. Basic research skills
- iv. Team player with strong relationship and teamwork skills with the ability to work in a multi-disciplinary and multi-cultural team,
- v. Strong management skills

6.0 Language

Fluency in both spoken and written English.

7.0 Remuneration Package

An attractive remuneration package will be offered to the right candidate.

8.0 Contract Appointment

This is a three-year contract appointment, renewable based on performance and by mutual consent of the employer and the employee.

9.0 Method of Application

Nationals of Member States who wish to apply for the Post should do so by submitting the following:

- i. Detailed Application Letter stating why the candidate feels suitable for the Post;
- ii. Detailed Curriculum Vitae including names of three (3) referees with their addresses, telephone, fax and e-mail.
- iii. Completed Application form for ECSA-HC posts (available under vacancies/opportunities jobs on www.ecsahc.org)
- iv. Certified Copies of Educational and Professional Certificates.

Applications that have not met all of the above set criteria will not be accepted. Only candidates who have met all the requirements of the post and have been selected for an interview will be contacted.

10.0 Deadline for Applications:

Applications should reach the address below by **21st June 2025**. Submission of applications by email is highly encouraged. Only shortlisted candidates will be contacted.

The Director General
East, Central and Southern Africa Health Community Plot 157
Oloirien, Njiro Road
P.O. Box 1009 Arusha, Tanzania Tel: Off: +255-
27-250 8362/3; 250 4106
Fax: +255-27-254125/250 8292

E-mail: vacancies@ecsahc.org with copies to regsec@ecsahc.org

The ECSA Health Community is an equal opportunities employer. Female candidates are particularly encouraged to apply

Website: www.ecsahc.org