

INTERAGENCY FOREIGN SERVICE NATIONAL EMPLOYEE POSITION DESCRIPTION				
Prepare according to instructions given in Local Position Classification Handbook, Appendix B and 1979 A-3606				
1. POST: COTE D'IVOIRE	2. AGENCY: USAID/WEST AFRICA	3. POSITION NO.: AID-NPC-021		
4. REASON FOR SUBMISSION				
<input type="checkbox"/> a. Reclassification: This position replaces Position(s) No. : _____ (Title) _____ (Series) _____ (Grade) No. : _____ (Title) _____ (Series) _____ (Grade)				
<input checked="" type="checkbox"/> b. New Position <input type="checkbox"/> c. Other (explain)				
5. CLASSIFICATION ACTION	Position Title and Series Code	Grade	Initials	Date
6. a. Post Classification Authority				
HR/EXECUTIVE OFFICE, USAID/WEST AFRICA	PUBLIC HEALTH SPECIALIST - 540	11	ENM	12/12/2011
b. Other				
c. Recommended by Initiating Office:				
OFFICE OF THE USAID/WA DIRECTOR				
6. POST TITLE OF POSITION (if any)		7. NAME OF EMPLOYEE:		
PUBLIC HEALTH SPECIALIST - HEALTH ECONOMIST		VACANT		
8. MISSION OR OFFICE:		c. Third Subdivision		
USAID/WEST AFRICA				
a. First Subdivision:		d. Fourth Subdivision		
COTE D'IVOIRE				
b. Second Subdivision		e. Fifth Subdivision		
9. This is a complete and accurate description of the duties and responsibilities of my position.		10. This is a complete and accurate description of the duties and responsibilities of this position.		
_____ Signature of Employee Date		_____ Signature of Local Supervisor Date BRIAN HOWARD - PROJ MGR/PEPFAR 12 Jan 2012		
11. This is a complete and accurate description of the duties and responsibilities of this position. There is a valid management need for this position.		12. I have satisfied myself that this is an accurate description of this position, and I certify that it has been classified in accordance with appropriate Local Employee Position Classification Handbook (LEPCH) standards.		
_____ CHRISTIAN FUNG - SUPV HLTH OFCR 1/17/12 For: Signature of American Supervisor Date		_____ HEATHER ARMSTRONG - EXO 17 JAN 2012 Signature of Administrative/Personnel Officer Date		
13. BASIC FUNCTION OF POSITION:				
See Attached				
14. MAJOR DUTIES AND RESPONSIBILITIES: See Attached				

15. DESIRED QUALIFICATIONS

- a. **Education:** Masters' degree (or French equivalency) in economics (or similar majors, e.g.: international development with finance/economics focus, health cost financing, econometrics, etc.)
- b. **Prior Work Experience:** 8-10 years of experience with health sector programs in CI or a similar developing country. Demonstrated expertise in econometrics, and in the conduct of health sector costing, cost-effectiveness and other economic studies; includes good familiarity and experience with use of data management and statistical packages, such as Stata, SAS, SPSS, etc. Previous experience with USG, with other international donor organizations, or within a large public or private sector health care entity with nation-wide reach.
- c. **Post Entry Training:** COTR.
- d. **Language Proficiency:** Fluency in English and French, reading and speaking, level IV.
- e. **Knowledge:** see attached
- f. **Skills and Abilities:** see attached

16. POSITION ELEMENTS (see attached)

- a. **Supervision Received:** Work is performed under the general guidance of the HSS Branch Chief who assigns work based on program priorities and reviews the final "products". The Health Economist has wide latitude for the exercise of independent judgment; the work entails outstanding difficulty, sensitivities and responsibility. S/he has formal decision-making authority in program areas consistent with USAID policies regarding locally employed staff (LES), and PEPFAR program goals, and strategies.
- b. **Available Guidelines:** The Automated Directive Systems and other USAID regulations, the relevant Strategic Operational Plan, the Mission Strategic Plan and the mission intranet and Website.
- c. **Exercise of Judgment:** Work is performed under the general guidance of the HSS Branch Chief who assigns work based on program priorities and reviews the final "products". The Health Economist has wide latitude for the exercise of independent judgment; the work entails outstanding difficulty, sensitivities and responsibility. S/he has formal decision-making authority in program areas consistent with USAID policies regarding locally employed staff (LES), and PEPFAR program goals, and strategies.
- d. **Authority to Make Commitments:** No authority to make financial commitments.
- e. **Nature, Level and Purpose of Contacts:** see attached
- f. **Supervision Exercised:** N/A.
- g. **Time Requirement to Perform Full Range of Duties:** One year

AID-NPC-021
Health Economist
POSITION DESCRIPTION – USAID PEPFAR COTE D’IVOIRE

INTRODUCTION:

A. Background – PEPFAR CI Program

Under PEPFAR phase two (2010-2014), the focus is on transitioning from an emergency response to the HIV/AIDS epidemic to promoting sustainable country programs to address HIV/AIDS. PEPFAR will spend approximately \$50 billion worldwide to treat 3 million individuals, prevent 12 million new infections and provide care for 12 million individuals, including 5 million orphans and vulnerable children (OVC). Each PEPFAR recipient country will contribute to the attainment of these targets and the achievement of the following goals:

PEPFAR's 2010 – 2014 Goals:

- i. Transition from an emergency response to promotion of sustainable country programs.
- ii. Strengthen partner government capacity to lead the response to this epidemic and other health demands.
- iii. Expand prevention, care, and treatment in both concentrated and generalized epidemics.
- iv. Integrate and coordinate HIV/AIDS programs with broader global health and development programs to maximize impact on health systems.
- v. Invest in innovation and operations research to evaluate impact, improve service delivery and maximize outcomes.

The Office of the Global AIDS Coordinator (OGAC) oversees all USG international HIV/AIDS activities. The main USG agencies currently working under PEPFAR in Côte d'Ivoire (CI) are the United States Agency for International Development (USAID) and the Centers for Disease Control and Prevention (CDC). In addition, small-scale activities are undertaken by the Departments of Defense (DOD) and State (DOS).

The USAID/PEPFAR Côte d'Ivoire (CI) portfolio currently includes 11 USAID/Washington Global Health Bureau field support activities as well as 4 activities under awards made by USAID/West Africa. They complement the more than 20 PEPFAR partners that are financed by the Centers for Disease Control and Prevention (CDC). The CI PEPFAR program is unique in that activities, regardless of whether USAID or CDC is the grantor or sponsoring agency, are considered part of one coherent program that is implemented jointly by the two agencies. In the past few years, total PEPFAR funding for CI has exceeded \$110 million annually.

B. Responsibilities

USAID PEPFAR Cote d'Ivoire is seeking an economist with experience in economic analysis and costing for the health sector. The Health Economist will provide technical and administrative support to PEPFAR CI in the areas of healthcare costing/financing, economic analysis, as well as broader health systems strengthening activities related to health sector planning and policy development. The health economist will have primary responsibility in tracking annual resource mobilizations by the GOCI and its other donors as well as USG (PEPFAR) in support of implementation of the five year Partnership Framework Agreement (2011-2015) to ensure that the four mutually agreed goals in the agreement are met. The goals are: 1) prevent the maximum number of new infections, 2) reduce HIV/AIDS related morbidity and mortality, 3) reduce the impact of the disease on individuals, families, society, businesses etc, 4) ensure good governance and systems strengthening for implementation of the 2011-2015 National

Strategic Plan. The health economist will ensure that GOCI budgeting and financial cycles respectively in the Ministries of Plan and Finance are tracked to ensure that projections of recurrent cost implications of the national HIV/AIDS program are duly considered well ahead of time to ensure adequate preparations for shifting these costs into the national budget.

The health economist will keep abreast of WHO/AFRO regional financing initiatives to improve efficiencies in the utilization of available limited resources and advocate for increased resources, and advise both PEPFAR and the MSLS in the application of these cost reducing efforts.

S/he will take the lead for PEPFAR and collaborate with host country counterparts in the design and oversight of health financing initiatives for the Cote d'Ivoire. It is anticipated that some of these initiatives may be supported under a PEPFAR USG-CI Partnership Framework to be elaborated in the near future.

The successful candidate will have experience in health cost financing research and evaluation design, data collection and analysis. S/he will have the knowledge and experience to translate research findings into policies and practices on which to construct fiscally sound and culturally appropriate healthcare programs in CI. Illustrative studies and research might include evaluation of the national service delivery system, specific health programs (such as preventive vs. curative care), costing of health services and programs, identification and assessment of health insurance schemes, voucher and conditional cash transfer program, etc.

C. Specific Tasks

- i. Perform technical assignments related to national and per capita costs of the healthcare system, including research/study conceptualization and design, data collection, analysis, report writing (for a variety of audiences), and oral presentation of results.
- ii. Provide direct technical assistance to host country counterparts regarding economic evaluation, healthcare system costing and analysis, cost projection tools, resource allocation, resource generation.
- iii. Advise on economic strategies and actions to ensure optimal nation-wide healthcare coverage (e.g., optimal roles of public and private sectors).
- iv. On a regular basis, review and track host country health sector expenditures; identify and propose concrete actions (e.g., policies, task shifting, reorganization, training, etc.) to address sector needs/gaps.
- v. Organize meetings related to health economics/health cost financing; collaborate with PEPFAR colleagues, host country counterparts and implementing partners on the development of health cost financing strategies, initiatives and work plans.
- vi. Manage/coordinate in-country data collection related to health cost financing, conduct field visits, assure data quality and quality of program implementation.
- vii. Develop budgets and scopes of work for ad hoc studies in healthcare financing area if/as necessary; assist with recruitment of consultants, prepare their terms of reference.
- viii. Take a leading role in the development of PEPFAR CI's investment strategy in the areas of health systems strengthening and health finance.
- ix. Liaise and collaborate with the GoCI, other donors, multi-lateral partners, and PEPFAR implementing partners on healthcare financing initiatives.
- x. Must be able to travel nationally up to 25% of the time.

D. Job Qualifications and Weighting

Education – 25%

- i. Masters' degree (or French equivalency) in economics (or similar majors, e.g.: international development with finance/economics focus, health cost financing, econometrics, etc.).

Work Experience and Knowledge – 45%

- ii. 8-10 years of experience with health sector programs in CI or a similar developing country.
- iii. Demonstrated expertise in econometrics, and in the conduct of health sector costing, cost-effectiveness and other economic studies; includes good familiarity and experience with use of data management and statistical packages, such as Stata, SAS, SPSS, etc.
- iv. Previous experience with USG, with other international donor organizations, or within a large public or private sector health care entity with nation-wide reach.

Skills and Abilities – 30%

- v. Ability to work well independently, with minimal management oversight, within a large multi-agency team whose purpose is to assist the host country government, numerous implementing partners and a wide range of beneficiaries.
- vi. Superior writing, research, analytical and communication/presentation skills and ability to produce reports/analyses within tight deadlines.
- vii. Fluency in English and French, reading and speaking, level IV.