



USAID-PAHO Training Program in Tuberculosis:

Terms of Reference 2009

Program Description

Purpose

The purpose of this training program is to act as a mechanism to strengthen human-resource capacity in the Region of the Americas for the delivery of the technical assistance in tuberculosis to the Latin American countries. The training program is financed by the Office for Latin America and the Caribbean of the United States Agency for International Development (USAID). The Pan American Health Organization (PAHO) in Washington, DC, will act as responsible institution for the training program and will support and supervise the selected resident. It is expected that at the end of the training period, the selected resident will have acquired and strengthened his/her skills in key areas such as: design, planning, and evaluation of tuberculosis programs; TB surveillance; TB epidemiology; operational research; and analysis of program performance, in such a way as to provide technical assistance and advise countries and programs. Furthermore, through contact with varied tuberculosis programs in the Region, the resident will be able to synthesize and incorporate the learned lessons into various aspects of tuberculosis control.

PAHO will support and facilitate the development of resident's technical expertise through a variety of activities both in the Regional Office and in the countries. These include but are not limited to:

- The International Training Course for Tuberculosis Control and the Workshop on the Clinical-Program Management of MDR-TB.
- Monitoring and evaluation visits *vis-à-vis* the *Stop TB* strategy.
- Surveillance and laboratory evaluation visits.
- Operational research activities.
- Data monitoring and analysis.
- Technical support to help the countries in preparing proposals to present to the Global Fund to Fight AIDS, Tuberculosis, and Malaria (GFATM).
- Meeting and conference coordination.
- Visits to other agencies involved in TB, such as CDC.
- Other activities as necessary.



For the purposes of this residency, it is expected that the participant will have already obtained the following competencies in the area of TB:

- *Operational knowledge:* Demonstrated knowledge in the implementation of the *Stop TB* strategy.
- *Knowledge of tuberculosis:* Demonstrated knowledge of the processes of tuberculosis prevention and control program, policies, and partners, by they at the community, regional, country, or global level.
- *Research:* Ability to include and apply the principles of scientific research and techniques.
- *Data:* Surveillance and data collection, ability to design tools/materials for data collection and TB surveillance; experience in the collection, analysis, and interpretation of data; and statistical knowledge.
- *Programs:* Planning, supervision, and evaluation.
- *Teamwork* skills.
- *Personal leadership.*
- Skills in *network formation* and *development of partnerships.*
- *Public health monitoring* and *research.*
- *Proficiency* in computer software.

Conditions of Participation

The TB residency will begin in *February 2009* and will conclude in *January 2010*.

The resident will receive a monthly stipend to cover her/his living expenses. Furthermore, he/she will be provided with a round-trip economy-class plane ticket from and to her/his country of residence and Washington, D.C., plus a lump sum to set up his/her household. She/he will be provided with basic health insurance. The organization will help him or her to obtain an International Organization (G-4) visa from the United States Government. At the end of the training period, however, it is *not* a part of this program for the sponsoring agencies (USAID and PAHO) to guarantee the resident any possibilities of employment with these organizations.

Application and Selection Procedures

Eligibility Criteria

The *requirements* for candidates to the TB training program are:

- *Education:* Degree in medicine, nursing or laboratory procedures, and master's degree in public health or equivalent.
- *Experience:* Minimum of three (3) years experience at intermediate or national level in management or supervision of TB programs, projects, or activities in a developing country of the Americas.
- *Nationality:* The candidates should be a citizen or permanent resident of one of the PAHO Member States.¹
- *Language:* Excellent knowledge of Spanish or English, with demonstrated ability to understand, read, write, and express him/herself.

¹ Applications from candidates from the USA or Canada will not be considered as meeting USAID criteria.

- *Health:* The candidates should be in a good or excellent state of health (she/he will have to pass a medical examination).
- *Desired qualification:* Knowledge in an additional language such as Portuguese or French.

Application Procedures

The following documents are requested in order to apply:

- Completed application form.
- *Résumé / Curriculum vitae*
- Copy of birth certificate.
- Copy of university diploma.
- Copy of graduate school diploma.
- Letters of recommendation.
- Letter from the institution where the candidate is currently employed or will be employed that endorses the participation of the candidate in the program.

Please send only the copies of the aforementioned diplomas. Certificates of attendance in workshops, conferences, or short courses will not be considered in the selection process.

The above-mentioned documents should be sent directly to PAHO Headquarters:

Tuberculosis Training Program
 Regional Tuberculosis Program
 Communicable Disease
 Health Surveillance and Diseases Prevention and Control (HSD/CD)
 Pan American Health Organization/ World Health Organization (PAHO/WHO)
 525 23rd Street NW
 Washington, D.C. 20037-2895, USA
 Tel: (+202) 974-3848
 Fax: (+202) 974-3331 or 974-3656
 E-mail: tb@paho.org

Please present the application and all accompanying documents in duplicate
 (the original plus a copy).

(The application can be downloaded from the PAHO Website at:

<http://www.paho.org/spanish/ad/dpc/cd/tb-form-request-2008.doc>

Application Deadline

The **deadline** for the receipt of applications is **15 January 2009**. The selected resident will be announced at the latest by mid-January 2009, as it is estimated that he/she report to PAHO in Washington, D.C., by mid-February 2009. The program begins in February 2009.

Selection Procedure

The participants will be selected by a selection committee made up of representatives of the PAHO Communicable Disease Project, the USAID Bureau for Latin America and the Caribbean and the Bureau for Global Health.