



Pan American
Health
Organization

World Health
Organization

REGIONAL OFFICE FOR THE
Americas

**World Health Organization/Organización Mundial de la Salud
Pan American Sanitary Bureau/Oficina Sanitaria Panamericana**

POST DESCRIPTION

<i>Title</i>	<i>Category</i>	<i>Position Number</i>	<i>Grade</i>	<i>Duty Station</i>
Advisor, Supply Chain Intelligence and Strategic Initiatives	PRFN	P18920	P04	Washington D.C.

OBJECTIVE OF THE OFFICE/DEPARTMENT

The RRF special program comprises two funds - Revolving Fund for Access to Vaccines (RF) and Strategic Fund for Public Health Supplies (SF). The special program is designed to facilitate cross-functional integration, collaboration, and optimization of processes and value-added services between the SF and RF, addressing the new and evolving strategic and technical needs of Member States for vaccines and strategic public health supplies. The RF is a technical cooperation mechanism that ensures equitable access to safe, effective, and affordable vaccines through the pooling of vaccine demand from Member States. SF is a technical cooperation mechanism to improve access to quality-assured, safe, effective, and affordable essential medicines and strategic public health supplies. The RF and SF provide technical cooperation to Member States throughout the supply chain and are central components of PAHO's strategy to move towards Universal Health.

ORGANIZATIONAL CONTEXT

The Supply Chain Advisor is a key member of the Regional Revolving Funds (RRF) team, playing a critical role in strengthening and modernizing health technology supply chain systems across Member States participating in the PAHO Regional Revolving Funds. The position focuses on translating strategic priorities and country-specific supply chain needs into measurable, actionable roadmaps through the RRF platform. The Advisor provides strategic and technical leadership in aligning and integrating cross-program priorities into a unified supply chain roadmap. The role also oversees portfolio-level data analysis and insights to inform decision-making and drive operational improvements, while promoting institutional learning and advocacy to address barriers to access through effective RRF utilization. Emphasis is placed on supply chain evidence and intelligence, performance management, and institutional capacity development within the framework of the integrated supply chain management (SCM) strategy.

SUMMARY OF RESPONSIBILITIES

Under the general supervision of the Executive Manager, Special Program, Regional Revolving Funds (RRF), and the direct supervision of the Chief, Strategic Fund for Public Health Supplies (RRF/SF), the incumbent is responsible for, but not necessarily limited to, the following assigned duties:

- Leverage critical intelligence from PAHO subject matter experts, country maturity model characterization reports, and specific country challenges, to spearhead the development of integrated SCM strengthening roadmaps and comprehensive barrier-to-access diagnostics across all health technologies from the SCM perspective.
- Orchestrate cross-departmental coordination, portfolio-level processes and digital integration to harmonize programmatic priorities with national plans, in order to systematically address root causes across the supply chain elements, and advance a unified, evidence-based pathway to improved access to health technologies through the RRF.
- Collaborate across programs and analyze Member States' national information ecosystems to define a regional blueprint for data interoperability and visibility that seamlessly bridges country-level data and information with PAHO platforms where possible, including but not limited to Member State Portal, PAHO QuantMET, PAHO data lakes, and information repositories, in order to strengthen supply chain management and improve access to health technologies.
- Establish rigorous master data standards and reporting protocols to transform complex ecosystem data into actionable SCM intelligence products, including stock-risk signals, forecast accuracy metrics, and lead-time trend analyses, to support evidence-based strategy development and performance monitoring.

- e) Operationalize supply chain insights through standardized RRF dashboards and digital tools, ensuring end-to-end visibility and decision support while optimizing existing PAHO and Member States' IT resources and ecosystems, and develop strategic proposals on improvement plans for Member States where applicable.
- f) Drive the strategic capture and dissemination of institutional supply chain knowledge to serve as the foundation for a regional advocacy package and a south-south peer-learning ecosystem, facilitating the exchange of success stories and lessons learned through communities of practice and strategic roadshows, and positioning the RRF as a high-performing channel for supply chain strengthening among Member States in the Americas.
- g) Develop comprehensive playbooks, evidence-based case studies, and a robust measurement framework to quantify the tangible impact of SCM strengthening initiatives.
- h) Build and maintain a regional SCM knowledge repository containing tools, templates, guidance documents, dashboards, case studies, lessons learned, and reusable technical cooperation products, and facilitate structured communities of practice and peer-learning exchanges.
- i) Support the inter programmatic SCM governance model by preparing evidence packs, progress summaries, risk registers, and technical inputs for the SCM inter programmatic group and executive reporting.
- j) Perform other related duties, as assigned.

KEY BEHAVIORAL COMPETENCIES

Overall attitude at work: Maintains integrity and takes a clear ethical approach and stance; demonstrates commitment to the Organization's mandate and promotes the values of the Organization in daily work and behavior; is accountable for work carried out in line with own role and responsibilities; is respectful towards, and trusted by, colleagues and counterparts.

Respecting and valuing individual differences: - Treats everyone with dignity and respect, fostering positive relationships with everyone. Reflects on personal behavior to avoid stereotypes and considers situations from the perspective of others.

Teamwork: Collaborate and cooperate with others - Works collaboratively with team members and counterparts to achieve and build rapport; helps others when asked; accepts joint responsibility for the team's successes and shortcomings.

Communication: Write effectively/Share knowledge - Writes down ideas in a clear, structured, logical and credible way; drafts and supports the development of guidelines, policies and procedures. Shares relevant information openly and ensures that the shared information is understood; considers knowledge sharing as a constructive working method and demonstrates awareness of the Organization.

Producing Results: Work efficiently and independently/Deliver quality results - Monitors own and others' work in a systematic and effective way, ensuring required resources and outputs. Aligns projects with Organization's mission and objectives. Consistently solves own and team's problems effectively as needed. Proactively engages in projects and initiatives, accepting demanding goals, in line with Organizational Strategies and Program of Work. Demonstrates accountability for work of team and sets an example, while explicitly articulating lessons learnt for own and team's benefit.

Ensuring effective use of resources: Strategize and set clear objectives/Monitor progress and use resources well - Sets specific, measurable, attainable, realistic and timely objectives for own team and/or the Organization; systematically analyses and anticipates priority projects for own team and allocates necessary resources to achieve them; identifies the cross-Organizational resources needed for large- scale projects in line with key Organizational objectives. Anticipates foreseeable changes and adapts own and team's projects in the face of unforeseen circumstances and/ or challenges; creates measures and criteria to monitor progress of overall projects against key Organizational objectives; creates cost-effective solutions for the Organization.

Building and promoting partnerships across the Organization and beyond: Develop networks and partnerships and encourage collaboration - Builds and negotiate strategic partnerships and alliances with a wide range of key stakeholders to ensure Organizational results and success. Creates innovative opportunities for promoting synergies inside and outside the Organization to improve Organizational success.

Creating an empowering and motivating environment: Provide direction - Manages individual and group projects and ensures that roles, responsibilities and reporting lines are clearly defined, understood and accepted; delegates work appropriately to achieve best results.

TECHNICAL EXPERTISE

- Demonstrated expertise in integrated supply chain systems strengthening across multiple health technology categories, including governance, planning, procurement alignment, and end-to-end performance management.
- Knowledge and skills of best practices in public health supply chain management, logistics management, information systems, and procedures for forecasting and estimating public health needs, knowledge of other critical processes related to the management of vaccines, medicines, and health technologies.
- Strong public health and strategic thinking background showing resourcefulness, initiative, leadership qualities, with sound technical, analytical, conceptual, inter-personal, and communication skills; demonstrated ability to identify, assess, analyze, synthesize, and provide recommendations on key political and technical issues.
- Knowledge and experience in digital health and information architecture for supply chains, including but not limited to data standards, interoperability concepts, master data governance, analytics-to-action routines, and performance intelligence products.
- Ability to manage multiple issues and tasks in a complex organizational environment and to re-prioritize actions at short notice.
- Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership techniques, and coordination of people and resources.
- Managerial skills for the development, implementation, and analysis of technical cooperation programs and activities, including budget programming and control.
- Strong professional oral and writing skills, including the development of reports, oral presentations, and technical/persuasive documents for consideration at the highest levels of the Organization.
- Proven capability in managing cross-program and cross-institutional coordination to convene technical programs, procurement entities, finance counterparts, and country offices into one execution roadmap.
- Ability to convert strategic and operational supply chain improvements into reusable and scalable playbooks, case studies, and decision briefs that influence senior decision-makers.

EDUCATION

Essential: A bachelor's degree in business administration, engineering, supply chain management or any other field related to the functions of the post and a master's degree in business administration, management, supply chain management, public administration, public health or related field from a recognized institution.

EXPERIENCE

Essential: Nine years of combined national and international experience working in public health supply chain management functions in Pharma, biotech, health commodities, with significant exposure to supply chain strategy, development/implementation, or supply chain operations together with logistics management information systems.

Desirable: Experience in global health and international technical cooperation with developing countries, with market development of medicines, vaccines, and other strategic health supplies would be an asset.

LANGUAGES

Fluency in Spanish or English with a working knowledge of the other. Knowledge of French and/or Portuguese would be an asset.

IT SKILLS

Demonstrated ability to effectively use current technology and software, spreadsheets and presentations, as well as Enterprise Resource Planning (ERP) and management information systems. Other IT skills and knowledge of software programs such as Microsoft Excel, Outlook, OneDrive, PowerPoint, Teams, SharePoint, and Word are considered essential. Other IT skills and knowledge of other software programs, such as Power BI and SQL, would be an asset.