

 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		
Job Identification: CCOG 1.1.03.m Job Profile: J1074		Duration of Post: ☒ Limited ☐ Indefinite		
Title	Category	Position Number	Grade	Duty Station
Advisor, Mental Health	PRFP	3434	P.4	Bridgetown, Barbados

OBJECTIVE OF THE OFFICE/DEPARTMENT

The Noncommunicable Diseases and Mental Health (NMH) Department promotes, coordinates, and implements technical cooperation activities, directed at the prevention and control of non-communicable diseases and related risk factors, mental, neurological and substance use disorders and disabilities, and promotion of optimal nutrition and road safety, that are evidence-based and appropriate for the political and sociocultural context in which they are implemented. It raises political and public awareness and understanding of the burden of the most common noncommunicable diseases (NCDs) and mental and neurological health and substance use disorders, related risk factors and conditions and leads multi-sector and multi-stakeholder strategic and collaborative efforts aimed at strengthening Member States' capacity to promote and protect health through public policies, programs, and services. This will reduce risks and disease burden and contribute to improving the physical, mental and social well-being of the population.

ORGANIZATIONAL CONTEXT

The incumbent is responsible for implementing technical cooperation in relation to the Organization's program of work on Mental Health and Suicide Prevention as considered within the Strategic Plan 2023-2030 and as agreed within the Global and Regional Mental Health Action Plans. The regional advisor will work in close collaboration with the other technical advisors within the unit and the Department. The incumbent is expected to exercise independent judgment and initiative and is required to assume leadership and initiative in his/her area of work. He/she will collaborate with other Regional and Country Offices of the Organization, and develop and maintain strategic alliances with NGOs, Collaborating Centers (CC), universities, agencies of the United Nations and Inter-American Systems and other development agencies, and civil society to coordinate activities and resources. He/she provides technical cooperation to PAHO's technical areas, country offices, and Member States to promote and implement best practices and evidence-based policies, legislation, organizational development, regulatory practices and services related to the promotion of mental health and suicide prevention, in order to position the Organization at the regional level to successfully influence national and international efforts in this area of work.

SUMMARY OF RESPONSIBILITIES

Under the general supervision of the Director of Noncommunicable Diseases and Mental Health (NMH), the direct supervision of the Unit Chief of Mental Health and Substance Use (NMH/MH), and the administrative supervision of the PWR/ECC, the incumbent is responsible for, but not necessarily limited to, the following assigned duties:

- a) Provide technical, strategic advice and programmatic direction for the implementation of the program of work for mental health and suicide prevention; advise on the preparation and implementation of mental health and suicide prevention policies, plans, legislation and services, as well as the creation and dissemination of effective programs to decrease the burden of mental health disorders and suicide; collaborate in the strengthening of national mental health and suicide prevention programs with emphasis on health services and the inclusion of mental health and suicide prevention as a component of primary health care;
- b) Provide technical advice, support, and coordination for subregional technical cooperation program and activities aimed at developing and implementing national mental health and suicide prevention policies, programs, and

services, with a view to advancing the restructuring and strengthening of mental health systems across the English-speaking Caribbean countries and territories;

- c) Contribute to the process of collecting and disseminating updated scientific and evidence-based technical information; advise and support the development and implementation of comprehensive national mental health information systems and suicide surveillance; create reporting tools to monitor mental health and suicide prevention programs;
- d) Advise and participate in the analysis of the regional situation on mental health and suicide prevention; consolidate and disseminate information related to situations and trends in mental health and suicide prevention;
- e) Participate in national and international discussions on mental health with governments, donors, civil society organizations, and other partners, including mental health service users and their families, to promote collaboration, strengthen partnerships, and advance mental health priorities;
- f) Support, promote, and strengthen national and international networks to advance the development, implementation, and evaluation of mental health and suicide prevention plans, programs, and projects; and contribute to the coordination of Collaborating Centers working in the field of mental health and suicide prevention;
- g) Provide advice, support and promote technical cooperation among countries in the field of mental health and suicide prevention;
- h) Collaborate in the planning, implementation, monitoring, and evaluation of the Organization's Strategic Plan, with particular emphasis on the strategic objectives and activities within the assigned area of work; promote the effectiveness and efficiency of program implementation and the optimal use of resources; and collect, analyze, and consolidate regional information to respond to WHO requests for information;
- i) Mobilize international and national political, technical and financial resources and extra-budgetary funds in support of national and regional programs;
- j) Represent the Organization at national and regional technical meetings and in inter-agency consultations on areas of responsibility;
- k) Contribute to the development, definition, and establishment of objectives, strategies, workplans, and budgets for mental health and suicide prevention. Ensure an organization-wide approach and alignment of strategies, objectives, and priorities with the Organization's mission, vision, values, policies, and strategic directions, as well as with operational needs, to maximize results and impact;
- l) Formulate and recommend policies, plans, strategies, and budgets, in support of the Governing Bodies' mandates related to mental health and suicide prevention; report to Governing Bodies, through executive presentations and reports, on the status or results of the activities;
- m) Participate in the preparation of the Unit's Biennial Work Plan (BWP), budget and technical evaluation reports;
- n) When called upon to directly supervise staff, establish clear work objectives, conduct timely and effective performance appraisals, provide coaching and feedback, and support staff development opportunities;
- o) 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 negotiates 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.

TECHNICAL EXPERTISE

- Technical expertise in current and new concepts on mental health and suicide prevention programs; management or evaluation of mental health services; promotion of public health regulations and interventions; development of strategies, programs and interventions for prevention and treatment of mental health disorders.
- Expert knowledge in public health for the development, implementation, and analysis of technical cooperation programs; requiring strategic thinking, resourcefulness, initiative, leadership qualities, skills to deal with difficult situations and sensitive areas.
- Excellent analytical skills and demonstrated abilities in performing complex analyses on a wide range of factors, requirements, priorities for the assessment and implementation of activities in multi-sectoral and multi-cultural environments.
- Knowledge and skills in project planning, management and evaluation, including resource mobilization and grant management.
- Strong interpersonal skills, diplomacy and tact to effectively communicate with senior level officials, multiple stakeholders and professionals from diverse cultural and professional backgrounds, and the ability to produce results under crisis situations.
- Expert knowledge of global mental health initiatives and partnerships.
- Ability to negotiate, influence, and impact positively on the generation and implementation of partnerships with national and international institutions as well as with private and public sector organizations.
- 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.

EDUCATION

Essential: A university degree in a health-related profession and a master's in mental health, public health, or a related field from a recognized university.

EXPERIENCE

Essential: Nine years of combined national and international experience in the planning and management of mental health services and programs, including mental health formulation and implementation and reorganization of mental health services;

LANGUAGES

Fluency in English or Spanish with a working knowledge of the other language. 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.