



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

POST DESCRIPTION

Job Identification: CCOG 1.1.03.k
Job Profile: J1938

Duration of Post: ☒ **Limited**
☐ **Indefinite**

<i>Title</i>	<i>Category</i>	<i>Position Number</i>	<i>Grade</i>	<i>Duty Station</i>
Senior Advisor, Initiative on Integrating NCDs into Primary Health Care	PRFP	P15140	P05	Washington, D.C.

OBJECTIVE OF THE OFFICE/DEPARTMENT

The Department of Noncommunicable Diseases and Mental Health (NMH) is responsible for promoting, coordinating, and implementing technical cooperation activities related to the prevention, control, and surveillance of noncommunicable diseases (NCDs) and mental, neurological and substance abuse disorders, including their risk factors, disabilities and rehabilitation, road safety and unintentional injuries, as well as prevention of and response to violence in all its forms. NMH raises political, public, and professional awareness and helps policymakers, health authorities, practitioners, and communities understand the burden of the most common NCDs, their related risk factors, and associated conditions. NMH promotes multi-sector and multi-stakeholder strategies that strengthen the capacity of Member States to promote and protect health through public policies, programs, services and surveillance that reduce risks, improve NCD prevention, diagnosis, treatment, and self-management support to reduce the disease burden and improve the physical, mental, and social well-being of the population.

ORGANIZATIONAL CONTEXT

Within the Department of Noncommunicable Diseases and Mental Health (NMH), the incumbent provides strategic leadership for the implementation, monitoring, evaluation, and scale-up of PAHO's corporate priority *Initiative on Accelerating the Integration of Noncommunicable Diseases (NCDs) into Primary Health Care*. The incumbent leads efforts to strengthen integrated, people-centered approaches to the prevention, early detection, treatment, and management of the four major NCD areas: cardiovascular diseases and hypertension; diabetes (type 1 and type 2); chronic respiratory diseases, including asthma; and priority cancers amenable to screening and early detection in primary care. The incumbent provides strategic direction and coordination across NMH and relevant Departments, fostering an interprogrammatic and results-oriented approach to implementation. In close collaboration with PAHO/WHO Country Offices, he/she provides high-level technical cooperation to Member States, supports the development and implementation of policies and programs, and promotes evidence-based, scalable interventions to strengthen primary health care and health systems for comprehensive NCD services, in alignment with PAHO/WHO mandates and strategic priorities. The incumbent represents PAHO in relevant technical and policy forums and establishes and sustains strategic partnerships with WHO, professional associations, NGOs, WHO Collaborating Centers, universities, United Nations and Inter-American System agencies, development partners, and other stakeholders. He/she leverages these partnerships to promote innovation and knowledge exchange, influence policy and practice, advance implementation at country level, and mobilize technical and financial resources for the Initiative. The position requires demonstrated strategic leadership, political and technical acumen, strong partnership and negotiation skills, sound independent judgment, initiative, and a high level of accountability for achieving results and advancing the Organization's strategic objectives on NCDs and primary health care.

SUMMARY OF RESPONSIBILITIES

Under the general supervision of the Assistant Director (AD) and the direct supervision of the Director, Noncommunicable Diseases and Mental Health (NMH), the incumbent is responsible for, but not necessarily limited to, the following assigned duties:

1. Strategic Leadership and Program Coordination

- a) Lead and provide technical, policy, strategic, and programmatic guidance for the development, implementation, monitoring, and reporting of the PAHO *Initiative on Accelerating the Integration of NCDs into Primary Health Care*, in close collaboration with NMH Unit Chiefs, relevant Departments, PWRs, and country office staff. Ensure a comprehensive approach to addressing hypertension and cardiovascular diseases, diabetes, chronic respiratory diseases including asthma, cancers amenable to screening and early detection in primary care, obesity prevention and control, and health promotion.
- b) Facilitate the development and coordination of strategies to integrate NCDs into primary health care at regional, subregional, and country levels, including implementation strategies and technical cooperation to Member States, with particular attention to community outreach and equitable access to NCD services.

2. Technical Cooperation and Health Service Strengthening

- c) Collaborate with technical experts, WHO, Member States, and external partners to develop, adapt, and promote evidence-based guidelines, protocols, and clinical pathways for the prevention, screening, diagnosis, treatment, and management of NCDs in primary health care.
- d) Develop and lead initiatives to strengthen the competencies and capacities of primary health care providers to deliver evidence-based NCD interventions, including coordination of virtual training courses through the PAHO Virtual Public Health Campus.
- e) Analyze and promote improved access to essential medicines, technologies, and other health products for NCDs in the Region, in collaboration with relevant PAHO technical advisors, and provide technical support to Member States to strengthen utilization of the PAHO Regional Revolving Funds.

3. Monitoring, Data, Evidence and Reporting

- f) Support the strengthening of facility-based NCD data and monitoring systems, including the collection, analysis, synthesis, and dissemination of information on NCD screening, diagnosis, treatment, and control in primary health care.
- g) Analyze data and evidence and develop and disseminate reports on the implementation, progress, results, and outputs of the Regional Initiative, identifying achievements, gaps, emerging priorities, and opportunities for action.

4. Advocacy and Communications

- h) Advise on the development and implementation of an evidence-based advocacy and communications strategy commensurate with a corporate priority initiative, in collaboration with the Communications Department and relevant PAHO offices.
- i) Promote the visibility and strategic positioning of the Regional Initiative within PAHO and among Member States and partners, communicating progress, achievements, lessons learned, and results to relevant audiences.

5. Strategic Partnerships and Resource Mobilization

- j) Promote and facilitate strategic partnerships with relevant stakeholders, institutions, networks, and concerned groups to strengthen engagement and participation in support of the Regional Initiative, with particular emphasis on country-level collaboration.
- k) Promote and support resource mobilization efforts in collaboration with the Department of External Relations and Partnerships (ERP) and external partners to sustain and scale up implementation of the Initiative.

6. Representation and Strategic Engagement

- l) Representing the Organization at national, regional, and international technical and policy meetings, forums, and inter-agency initiatives related to the integration of NCDs into primary health care.
- m) Foster inter-agency and multisectoral collaboration and position PAHO as a leading technical partner in advancing integrated NCD services within primary health care.

7. Organizational Management and Staff Leadership

- o) Provide strong leadership, guidance, and supervision to staff by setting clear objectives and performance expectations.

- p) Ensure timely and effective performance management through structured reviews, regular feedback, and conflict resolution.
- q) Foster a learning-oriented work environment that promotes professional development in technical expertise, managerial competencies, and organizational values.
- r) Promote a culture of ethical behavior and integrity in accordance with the Organization's Code of Ethical Principles and Conduct, ensuring respect, accountability, and compliance.
- s) Establish a stable and credible managerial framework that builds trust with Member States, partners, civil society organizations, and donors while optimizing staff performance.

8. Other Responsibilities

- t) Contribute to the preparation of the Biennial Work Plan (BWP) and Human Resources Plan, as required.
- u) Carry out other responsibilities and activities related to the Regional Initiative at regional, subregional, and country levels, as required.
- v) 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 personal behavior to avoid stereotypes and consider situations from the perspective of others.

Teamwork: Advocates for collaboration across the Organization - Creates and encourages a climate of teamwork and collaboration across the Organization; sees cooperation as a key Organizational priority and creates collaborative systems and processes to achieve Organizational goals. Actively identifies and tackles disagreements between internal and external counterparts that compromise the Organization's goals and mandate; diplomatically facilitates the resolution of conflicts between others and ensures strategic partnerships with a range of key stakeholders; maintains and extends an effective collaborative network of individuals inside and outside the Organization.

Communication: Share knowledge - Articulates the Organization's strategic objectives when formulating and delivering information and presentations and adapts presentation methodology to address the needs of different audiences. Share decisions and directives of senior management and communicate to them in a manner that ensures both understanding and acceptance; shares knowledge and best practice at the three Organizational levels (country, regional and global), as necessary.

Creating an empowering and motivating environment: Provide direction/Support, motivate and empower others - Oversees and provides teams and departments with clear managerial directions which are translated from Organizational strategy. Builds a performance culture in the Organization; contributes to setting Organizational performance goals and standards; monitors Organizational performance against milestones and strategic goals; identifies and nurtures talent as appropriate. Promotes autonomy and empowerment throughout the Organization; inspires enthusiasm and a positive attitude in people towards their work and contribution to the Organization's success.

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.

Driving the Organization to a successful future: Constructive leadership style/ Set the vision and build commitment - Leads and develops a road map for successfully achieving real progress in the Organization's mandate, including consultation with key stakeholders; demonstrates respectful, trustworthy, transparent and accountable behavior in order to develop a reliable and coherent identity for the Organization. Creates a coherent Organizational vision of shared and successful goals; fosters a culture of vision and long-term goals, recognizing and rewarding efforts to maximize the Organization's value.

TECHNICAL EXPERTISE

- **Technical Expertise:** Advanced knowledge and expertise in epidemiology, NCD prevention and control, and related public health disciplines, with particular emphasis on primary health care, health systems and services, and the design, implementation, monitoring, and evaluation of complex health programs at national and international levels. Broad and in-depth understanding of public health challenges, health management processes, performance monitoring and assessment, strategic planning, and health system strengthening. Demonstrated technical expertise and professional competencies in designing, implementing, and scaling up evidence-based NCD interventions and integrated services at the primary health care level. Proven ability to lead multidisciplinary teams and engage effectively with national authorities, civil society organizations, professional associations, academia, and other strategic partners, including demonstrated success in resource mobilization.
- **Managerial and Leadership Competencies:** Substantial experience in senior or progressively responsible positions leading the development, coordination, implementation, and management of complex public health programs, particularly in primary health care and NCDs, requiring interprogrammatic collaboration, strategic coordination, teamwork, negotiation, and engagement at senior levels. Demonstrated ability to provide strategic and professional leadership for organizational, managerial, analytical, and technical work; translate evidence into policy and program action; and manage complex and evolving health priorities. Strong initiative, resourcefulness, independent judgment, problem-solving, negotiation, diplomatic, and interpersonal skills, with the ability to build consensus and deliver results in complex and sensitive environments.
- **Administrative and Organizational Competencies:** Demonstrated ability to effectively manage administrative and operational processes to ensure timely, efficient, and high-quality delivery of results. Strong organizational, planning, and coordination skills, with sound judgment and discretion in handling sensitive and confidential matters. Proven ability to establish and maintain effective working relationships with colleagues and stakeholders at different professional levels and across diverse disciplines, nationalities, cultures, and institutional settings.

EDUCATION

Essential: A university degree in health science related to the functions of the post, and a master's degree in public health or a related discipline from an accredited institution.

EXPERIENCE

Essential: Thirteen years of combined national and international experience working in public health in non-communicable diseases (NCD) and/or health systems and services.

LANGUAGES

Fluency in English or Spanish with a working knowledge of the other language. Knowledge of Portuguese and/or French 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, PowerPoint, Teams, SharePoint, and Word are considered essential. Ability to utilize data analysis programs such as EpiInfo would be desirable.