

***TERMS OF REFERENCE FOR ONE HEALTH WORKFORCE TRAINING NEEDS  
ASSESSMENT***

Proposal prepared by ONE HEALTH CENTRAL AND EASTERN AFRICA

## 1) Background and Understanding

Over the past two decades, the risk of transmission of infections from wildlife to human beings and livestock has increased. This is as a result of the spread in transboundary animal diseases which have caused the resurgence and emergence of zoonotic diseases, which continue to pose a threat to human health. The emergence of COVID-19 in December 2019 in China serves to illustrate this purpose. With the COVID-19, the world witnessed the third occurrence of a highly pathogenic coronavirus into the human population in the 21<sup>st</sup> century. It is worth noting that controlling the emergence of new diseases in animals and human beings, requires a shift from the traditional responses.

The implementation of multidisciplinary One Health approach has been identified as an urgent need, to address complex health challenges at the human-animal-environment interface. This requires a workforce that can efficiently and effectively coordinate and collaborate across human and animal health sectors for better prevention, detection and response.

This “One Health” Workforce is defined as an aggregate workforce, where each worker has the following:

- Sector-specific technical competencies that meet professional standards and requirements;
- Multi-sectoral competencies that give personnel the skills and knowledge to work across sectors effectively;
- An institutional/ organization with the capacity to support multi-sectoral work around health challenges.

In order to articulate One Health workforce training needs at a country level, OHCEA is hiring a consultant to undertake a One Health Training Needs Assessment for Frontline Workers as articulated in national-level assessments, strategies and reports. Where possible, these needs will be reported in the areas of: (a) Sector-specific needs for veterinary, public health, environmental health and medical professionals, (b) multi-sectoral needs, and (c) Institutional/organizational needs.

The consultant will present a final report to select government and academic participants in a stakeholder’s meeting. Participants will then use the report to prioritize multi-sectoral operational needs at an individual and institutional level. OHCEA will use prioritized One Health training needs from this report to inform the development of education and training materials.

## *2) Terms of Reference for the consultant*

### **Key-deliverables:**

1. Conduct a document and desktop review on previous assessments and trainings conducted for frontline workers in the veterinary, public health, environmental health, medical, agricultural and other workforce sectors (e.g. JEE, OIE-PVS, IHR, zoonotic disease prioritization report 2017, ISAVET, FETP etc.) with a focus on cross sectoral One Health themes.
2. Consolidate prioritized one health competency gaps and findings from stakeholders into a final report and list needs as identified across (a) sector-specific technical competencies that meet international standards and requirements, (b) multisectoral competencies that give personnel the skills and knowledge to work across sectors effectively and (c) Institutional and organizational capacity to support multi-sectoral work.
3. Present the report during the validation meeting with the relevant government institutions
4. Co-facilitate a stakeholder online meeting and present the workforce report to the National One Health Platform. During the stakeholders online meeting the consultant will facilitate group discussions to identify and prioritize cross-cutting workforce needs, based on the prioritized zoonotic diseases.

### **The workforce planning exercise will be carried out in three phases:**

#### **1. Document review process**

A consultant will be hired to conduct a document and desktop review process of previous workforce assessments and trainings such as JEE, IHR, OIE-PVS, ISAVET, FETP and other workforce related documents such as national and sector specific strategic plans. A specific guidance (**below**) will be used to guide evaluation of sector specific needs, cross-sectoral competencies and assess institutional and national workforce capacities with emphasis on the cross cutting themes for prevention, detection and response to zoonotic disease threats. A synthesized report that includes an overview of the current workforce capacity and gaps, One Health cross-sectoral core competency gaps and the identified cross cutting themes, will be compiled and presented during the workforce planning meeting/workshop.

**The key deliverable will be a synthesis report on the identified workforce technical and cross-sectoral training gaps.**

## **2. Workforce planning workshop/meeting**

During the workforce planning workshop, the consultant will share the synthesis report that includes an overview of the current workforce capacity and gaps and the One Health cross-sectoral core competency gaps with the members of the National One Health Platform. The report will be used for workforce planning by analyzing field capacities at individual and institutional level. Cross-sectoral workforce training gaps will be identified for improving systems operations for preventing, detecting and responding to zoonotic and other infectious diseases threats. During the workshop/meeting, participants will identify training priorities based on the mapping results and propose recommendations for implementation for each sector. The report will be used during the validation process by senior level government officials.

**The key deliverable will be a workforce planning workshop/meeting report that includes prioritized workforce training needs and recommendations for implementation.**

## **3. Report validation**

The consultant will compile sector-specific, cross-sectoral and institutional workforce priorities developed during the workforce planning workshop and present them during the validation meeting. The validation meeting will be conducted in presence of government institutions and higher institutions of learning.

**The key deliverable will be a compiled report on sector-specific, cross-sectoral and institutional workforce priorities**

**Final project report.** The final report will follow the draft format below and will be no more than 30 pages in length excluding annexes;

- o Title page
- o Table of contents
- o Executive summary
- o Acronyms
- o Background and program description
- o Purpose of study
- o Literature review with clear situational/contextual analysis
- o Methodology
- o Findings, conclusions and recommendations organized around the study questions. The recommendations for implementation will also be based on each result area.
- o References
- o Annexes: TOR, list of meetings and interviews, questionnaires used, and any other relevant documents.

- o A PowerPoint presentation with key findings and recommendations from the baseline report
- o Developed reporting template
- o Three hard copies of the final report in English and soft copies.

### **3) Guidance for Step 1: Document Review Process**

The final synthesis report should as best as possible articulate the following workforce needs as identified in existing national frameworks, needs assessments and reports:

#### **1. Sector-specific needs**

*Definition: an individual worker's competence in their given disciplinary origin*

- o Current sector-specific needs. (Ex. Human health case management in hospitals, animal health workers at a community level, etc.)
- o Number of sector-specific frontline workers reported in national workforce assessments. Can this be presented by regions (Ex.? # Epidemiologists, # physicians, # nurses, # veterinarians, etc.)

#### **2. Multi-sectoral needs**

*Definition: an individual worker's One Health core competence or skills*

- o One Health or multi-sectoral engagement needs. (Ex. One Health Core Competencies such as management, communications, informatics, values and ethics, leadership, teamwork, collaboration, roles and responsibilities, and systems thinking (Frankston et al., 2016))
- o Shared technical needs that should involve multiple sectors. (Ex. Joint risk assessments or epi investigations, etc.)

#### **3. Institutional/ organizational needs**

*Definition: an institution/organization's system or structure that supports workers in multi-sectoral/disciplinary engagement*

- o Identified priority zoonotic, infectious and other diseases of national importance. (Ex. Diseases prioritized in CDC Zoonotic Disease Prioritization or other national One Health platforms, etc.)
- o Inter-ministerial/ inter-sectoral structures and systems needed for multi-sectoral training engagement (Ex. One Health platforms, One Health national frameworks, resources for joint outbreak investigations, inter-ministerial meetings, etc.)

- Intra-ministerial structures and systems needed for multi-sectoral/ disciplinary training engagement. (Ex. Management training so managers/directors support employees to engage across sectors, position descriptions that require employees to interact across-sectors, etc.

#### **4). APPLICATION REQUIRED**

All expressions of interest should include:

- Experience of the person (including testimonials and a copy of a report of similar work)
- A capability statement: individual's experience relevant to the assignment, curriculum vitae, appropriate references and relevant testimonials Please state your availability for the assignment.
- Cover letter (maximum one page): A short letter addressing the baseline criteria
- Technical Proposal (maximum eight pages) highlighting: brief explanation about the Consultant/s with particular emphasis on previous experience in this kind of work; profile of the Consultant/s to be involved in undertaking the workforce assessment; understanding of the TOR, the task to be accomplished as well as draft baseline framework and plan
- Financial Proposal: The financial proposal should provide cost estimates for services rendered including daily consultancy fees excluding: accommodation and living costs; transport cost, stationeries, and supplies needed for data collection; costs related to persons that will take part from partners and government officers during baseline process, etc. The financial proposal should also provide cost estimates for services rendered including daily consultancy fees related to the consultant and/or associate consultant who will take part in the Baseline survey of the project. Data collection and data processing costs are included in the account of the Consultant. The Consultant should also use his/her own computer

#### **5). CONSULTANT QUALIFICATION REQUIREMENTS**

- Post-graduate degree in Agriculture, animal health, Community Development, Social Sciences, Development Studies, health sciences or any other relevant field with at least 5 years' experience in research and/or health related policy and institutional development work
- Experience in working with the Ministry of Agriculture, Livestock and Fisheries and Ministry of Health, Key international agricultural organizations and National Environment Management Authority (NEMA).
- Proven experience in conducting research.
- Strong English language writing skills. Writing samples will be required.

**DURATION OF THE ASSIGNMENT**

The study is expected to be conducted in 30 working days for completion of all tasks in the assignment including the draft and final report

**PAYMENTS MODALITIES**

20% upon signature of the contract

30% of the total amount will be paid upon submission and approval of the methodology

20% of the total amount will be paid upon submission of the draft report

30% of the total amount will be paid upon submission and approval of the final report

Please note that the contents of the report will be analyzed and final payment will only be made upon agreement on the final Baseline Survey Report from the Program Team

**Submission of Proposals**

Proposals can be sent to the address below or e-mailed so as to reach the undersigned by **5<sup>th</sup> June 2020**

Mr. Sam Wanjohi

and

The Dean

OHCEA Kenya

Faculty of Veterinary Medicine

P.O. Box 29053 00625, Nairobi

P.O. Box 29053 00625, Nairobi

Email: swanjohi@afrohun.org

Email: dean\_vet@uonbi.ac.ke

And Cc dnmuta@ohcea.org

**Evaluation and Award of Consultancy**

OHCEA Kenya will evaluate the proposals and award the assignment based on technical and financial feasibility. OHCEA Kenya reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest, the highest or any bidder. Only the successful applicant will be contacted. OHCEA Kenya does not charge any fees from applicants for any recruitment. Further, OHCEA Kenya has not retained any agent in connection with this recruitment. OHCEA Kenya is an equal opportunities employer and recognizes the needs of women and the disabled

