



# CARIBBEAN PUBLIC HEALTH AGENCY (CARPHA)

## JOB DESCRIPTION

### PART A

#### 1 Job Identification

Duration:  Limited Duration  
 Fixed Term

Title	Category	Grade	Duty Station
Behavioural Scientist	P	P4	Trinidad
First Level Supervision	Head, Vector Borne Diseases Programme	Second Level Supervision	Director – Surveillance, Disease Prevention and Control
Signature: <i>L. Babin</i>	Date: February 3, 2022	Signature: <i>Lisa Jordan</i>	Date: February 3, 2022

#### 2 Objective/Overview of the Programme

CARPHA’s mission is to provide strategic direction, in analysing, defining and responding to public health priorities of Member States, in order to prevent disease, promote and protect health and to respond to public health emergencies. The primary objective of the Behavioural Sciences incumbent is to provide an evidence base for public health decision making through the application and use of theoretical approaches from the field of behavioural science and economics.

#### 3 Organizational Context (Job summary, the role of the individual within the team e.g. team member, specialist, advisor, facilitator, coordinator/manager, representative, expert, authority in the field, etc.) available guidelines and degree of independence, nature and purpose of contact within and outside the Organization.

This position provides specialized technical direction in the analysis of social and behavioral determinants of health in the Region and in the design, implementation and evaluation of evidence-based interventions for responding to the Region’s key health challenges.

#### 4 Summary of Responsibilities

1. Identify and analyse social and behavioural determinants of health in the Region and support CARPHA and Member States for the development, implementation and evaluation of behavioural change interventions for vector borne diseases, food borne diseases, climate change and health, COVID-19, vaccine preventable diseases, sexual and mental health, chronic diseases and other regional priority health issues.
2. Provide support in the identification and analysis of health disparities in the Region and support Member States in development, implementation and evaluation of strategies to reduce health inequities.
3. Provide advice and guidance to the Agency and Member States for the development of integrated policy responses (Health in All Policies) that target the key social determinants of health.
4. Provide technical support to Member States for improving their institutional capacity to apply behavioural science knowledge in analysing public health issues.
5. Provide technical support to Member States for improving their institutional capacity to plan and design interventions to address behaviour change and health disparities, in particular to develop sound logic models for sexual behaviour change interventions.
6. Develop and manage the execution of CARPHA’s Behavioural Sciences Agenda.

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with this post.

#### Description and Classification approval

Signature  
Title

*Joy St John*  
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 Executive Director - CARPHA

Date February 3, 2022

**PART B**

**KEY BEHAVIOURAL COMPETENCIES**

**List and describe, in order of priority, essential competencies to perform the job**

5	Leadership and Managing Public Health Organization and Practice	<ol style="list-style-type: none"> <li>1. Demonstrates excellence in effective leadership and communication for strategic visioning and organisational development.</li> <li>2. Demonstrates excellence in effective day-to-day operational leadership of a team.</li> <li>3. Demonstrates excellence in the application of project management methods to design, implement, and monitoring as well as evaluate population-level public health interventions aimed at realising health in all policies.</li> <li>4. Demonstrates excellence in developing human resources for health through mentorship, knowledge transfer activities, performance-based management, and lifelong learning for the workforce and key actors.</li> <li>5. Demonstrates excellence in establishing and managing coordination mechanisms and strategic partnerships such as transnational advocacy networks, laboratory networks, and communities of practice with key sectors and disciplines to promote improvement of public health.</li> <li>6. Demonstrates excellence in business-process re-engineering for public health, including incorporating Health and other health technologies to improve organisational efficiency and public health effectiveness.</li> <li>7. Demonstrates excellence in continuous quality improvement of critical functions such as public health surveillance and control systems to address new, emerging and re-emerging diseases, and public health threats.</li> <li>8. Demonstrates excellence in strengthening leadership and management of public health systems in alignment with transnational influences such as the 2030 Agenda for Sustainable Development, the International Health Regulations 2005, the Innovative Care for Chronic Conditions Framework, and the Astana Declaration of 2018.</li> <li>9. Demonstrates excellence in the ethical practice of public health.</li> </ol>
	Communications for Public Health	<ol style="list-style-type: none"> <li>1. Demonstrates excellence in application of methodologies, technologies and good practices for the management, analysis, and communication of health information.</li> <li>2. Demonstrates excellence in communicating epidemiological evidence, to the spectrum of public health actors within and among CARPHA member states, and among global actors to strengthen and support local, regional and global responses to public health risks, threats, and events.</li> <li>3. Demonstrates proficiency in effective communication with the local, regional and global media, including the use of social media networks.</li> </ol>
	Evidence-Based Policy and Planning, Regulation and Control	<ol style="list-style-type: none"> <li>1. High proficiency in the generation of evidence and its integration into the public health policymaking, towards achieving equity in health and health for all, including vulnerable groups.</li> <li>2. High proficiency in the development and application of quantitative and qualitative research methodologies.</li> <li>3. High proficiency in the design and execution of health situation analysis of populations.</li> <li>4. High proficiency in the design and execution of health needs assessments of populations including the application of methods such as the Halon Method of prioritization.</li> <li>5. Demonstrates excellence in the design and implementation of health information systems, including critical components such as public health surveillance and control systems to address new, emerging and re-emerging diseases and public threats.</li> <li>6. High proficiency in the application and conduct of health-scenarios planning, including the incorporation of impact assessment of bilateral and multilateral agreements, to public health decision-making.</li> <li>7. High proficiency in the application of strategic planning methods and the development and execution of strategic plans.</li> <li>8. High proficiency in the conduct of impact-evaluation of population-level intervention and health service performance.</li> </ol>
	Public Health Emergency Preparedness, Mitigation, and Response	<ol style="list-style-type: none"> <li>1. Demonstrates excellence in the development of public health emergency preparedness and management plans, including the use of best-practice tools to conduct hazard and vulnerability assessments, mitigation and continuity of business planning.</li> <li>2. Demonstrates excellence in supporting health-sector responses to public health emergencies, including establishment and management of emergency operations centres, incident command and control and emergency management teams.</li> <li>3. Demonstrates excellence in supporting a multisectoral response to public health emergencies, including coordination with regional and international aid agencies for resource mobilization.</li> </ol>
	Caribbean Context and Small-Island Developing States	<ol style="list-style-type: none"> <li>1. High proficiency in developing and implementing population-based, health security interventions reflective of public health considerations of small-island developing states (SIDS).</li> <li>2. Demonstrates excellence in developing and adapting relevant models of population-based, health security interventions targeting the built, natural, social and behavioural dimensions of environmental health to the Caribbean context.</li> <li>3. Demonstrates excellence in developing and adapting best-practice interventions targeting the social determinants of health in the Caribbean context.</li> <li>4. Demonstrates excellence in implementing cultural competency approaches to the practice of public health in the Caribbean</li> </ol>

**PART B****KEY BEHAVIOURAL COMPETENCIES****List and describe, in order of priority, essential competencies to perform the job**

	<ol style="list-style-type: none"> <li>5. Demonstrates excellence in the use of whole-of-government and whole-of-society approaches to improve public health within the Caribbean.</li> <li>6. High proficiency in strategic planning for aligning global health initiatives with priorities of CARPHA member states.</li> </ol>
Health Economics and Public Health Financing	<ol style="list-style-type: none"> <li>1. Demonstrates excellence in the development of programmatic and organisational budgets.</li> <li>2. Demonstrates excellence in the operation and management of programmes within current and forecasted budget constraints.</li> <li>3. Utilizes high proficiency in the use of cost-effectiveness, cost benefit, and cost-utility analyses in programmatic prioritization and decision making.</li> <li>4. Demonstrates excellence in the mobilisation and channelling of funds from international and global health programs, and mobilization of funds through novel financing mechanisms such as social/health impact bonds to improve public health.</li> </ol>

**6 Technical Expertise (List and describe, in order of priority, the abilities required to perform the job).**

- Ability to mobilize resources by initiating, developing, maintaining and leveraging partnerships with key stakeholders and communities.
- Ability to successfully apply the Agency's communication policies and strategies in interactions with key stakeholders in member states and international partners.
- Expert knowledge of models of health behaviour and ecological models as applied to vector borne diseases, food borne diseases, climate change and health, COVID-19, vaccine preventable diseases, sexual and mental health chronic diseases and other regional priority health issues.
- Expert skills in development of ecological intervention frameworks for vector borne diseases, food borne diseases, climate change and health, COVID-19, vaccine preventable diseases, sexual and mental health chronic diseases and other regional priority health issues.
- Strong knowledge of conceptual and methodological issues pertaining to the linkages between social and socio-cultural environments and the health of individuals and communities.
- Strong research background on social and behavioural determinants of health using both quantitative and qualitative methods.
- Strong professional oral and written communication skills.
- Ability to conduct capacity building activities in Member States for strengthening the use of behavioural science knowledge in analysing and responding to public health issues.
- General knowledge of Caribbean governments and health systems.

**7 Education (Qualifications)**

At least a Master's degree in Behavioural Science or a Master's degree in Sociology with a focus on Behavioural Science

**8 Experience**

Minimum of seven (7) years of experience in developing behavior change interventions for health and in conducting applied research on social policies, poverty, development issues or health inequalities.

**9 Languages**

Excellent knowledge of English. Working knowledge of French would be an asset.

**10 IT Skills**

Demonstrated ability to use a computer with knowledge of windows-based applications, e.g. Microsoft Office and Outlook.

Demonstrated ability to use electronic applications for document sharing, data analyses and report generation e.g. SPSS and NVivo or similar. Knowledge of Microsoft project and Visio.

Demonstrated ability to manage the use of web conferencing platforms such as Zoom, Microsoft Teams, Webex, GoTo Meetings etc.

**Work Relationship:**

Head Vector Borne Diseases for first level supervision; Communications Department as a major stakeholder, all other technical staff of the Agency and the Agency's clients.

**Independence of Action:**

Work requires judgment and initiative and the capacity to act autonomously without close supervision.