

**IS4H PROGRAM LEAD CONSULTANT**

Country: The Commonwealth of The Bahamas

Supporting Institution: Inter-American Development Bank

Programmes: Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & Programme to Support the Health

System Strengthening of The Bahamas

Project Number: BH-L1053 and BH-L1055

Loan Number: 5179/OC-BH and 5296/OC-BH

Sector: Health

Deadline: 11 November 2021

Consultancy: IS4H Program Lead Consultant

Consultancy Location: Nassau, The Bahamas

Reports to: Project Coordinator – Project Execution Unit

The Ministry of Health and Wellness (MOHW) of The Bahamas has received financing from the Inter-American Development Bank (IDB), toward the cost of the Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & the Programme to Support the Health System Strengthening of The Bahamas and intends to apply part of the proceeds for the consulting services of an **IS4H Program Lead**. The successful individual will work as a part of the MOHW's Project Execution Unit on a contractual basis and report to the Project Coordinator – Project Execution Unit. The successful individual will also work collaboratively with other leaders from across the MiOHW and national health system stakeholders, as well as with other ministries and international partners. The successful individual will be responsible for a complex, multi-project, multi-stakeholder initiative that will advance the strategic priorities for Information Systems for Health (IS4H) in The Bahamas. The IS4H Program Lead will oversee a multi-disciplinary team that may include project managers, ICT specialists, application developers, business analysts, change management specialists, and consultants, and will also coordinate the efforts of other Ministry of Health and contract human resources. This contractual position is for 60 months.

Main responsibilities include:

- Managing the portfolio of IS4H projects and coordinating project plans for the implementation of a range of strategic and tactical initiatives as defined in the IS4H Plan of Action.
- Planning and coordinating routine meetings of the IS4H Steering Committee and Technical Committee in support of strategic planning and oversight, and the development of technical recommendations and directions.
- Providing strategic advice and leadership to the MOHW as it is related to IS4H strategic, technical and policy enablers to improve the efficiency, efficacy and safety of both clinical and business processes, and to improve the availability of quality information to support clinical, program and policy decision-making



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- Establishing the IS4H team, including a) the development of job descriptions/Terms of Reference; b) recruitment of contract and consultant human resources; c) establishment of team organizational structures, and d) the establishment of physical and virtual team workspaces (i.e. team offices and virtual work environments);
- Managing a team of contract and MOH resources that will implement the various projects and initiatives in the IS4H Plan of Action.
- Managing overall IS4H program budgets and financial resource allocations according to the Project Execution Plan (PEP);
- Developing financial and other performance measures for projects and initiatives and preparing the routine budget, performance and progress reports to the Project Execution Unit (PEU); MOH leadership and the IS4H Governance Committee;
- Overseeing the procurement of hardware, software and services based on identified requirements, including the requests for proposals or tenders, preparing purchase orders, and reviewing contracts and service level agreements, in coordination with the PEU;
- Leading the development of a renewed strategic plan for Information Systems for Health under the direction of the National IS4H Governance Committee that addresses governance, legislation and policy, sustainability and resource mobilization, information technology solutions and infrastructure, information management and human resources.

The successful candidate should have the following skills:

- **Education:** A Bachelor's degree or equivalent in health/hospital administration, public health, medicine/ nursing, health informatics, or business administration, or related field.
- **Experience:** Minimum of 10 years of professional experience working in a senior leadership role in the health sector, specifically in the context of health systems planning and administration. Experience with planning and implementing digital health or health information initiatives is an asset.
- **Languages:** Advanced writing, communication, and presentation skills in English
- **Core and Technical Competencies:** Experience in health systems planning and administration; Knowledge of clinical and business processes in the health sector; Knowledge and experience applying change management methodologies to complex organizational change initiatives; Knowledge of health information systems, ehealth/digital health strategies and tactics is desirable; Demonstrated experience in the development, execution and monitoring of strategic plans; Excellent interpersonal skills with the ability to interact culturally, linguistically, and diplomatically with diverse internal and external individuals; Superior negotiation skills; Demonstrated experience working in a formal project management methodology; Ability to manage concurrent projects that involve a broad range of stakeholders; Experience in procurement processes in public institutions; Experience working in an international context is highly desirable.

The Ministry of Health & Wellness now invites eligible Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that



REQUEST FOR EXPRESSIONS OF INTEREST



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they have the required qualifications and relevant experience to perform the Services. Consultants will be selected under the National Competitive Bidding Selection procedures set out in the IDB's: Policies for the Selection and Contracting of Consultants financed by the IDB and it is open to all eligible bidders as defined in these policies. Consultants will be selected under the International Competitive Bidding Selection method set out in Selection and Contracting of Firms Policies. Only Short-Listed Individuals will be contacted.

Further information can be obtained by e-mail: EulandaStuart@bahamas.gov.bs. Submit all CVs and qualification documents must be submitted Re: **Procurement Officer** to E-mail: TheaGlinton@bahamas.gov.bs on or before 5:00 pm on **11 November 2021**.