

## **TERMS OF REFERENCE**

### **Global Financing Facility GFF Liaison Officer**

#### **I – Background and context**

The Global Financing Facility (GFF) is a country-driven partnership that aims to accelerate efforts to end preventable maternal, newborn, child and adolescent deaths and improve the health and quality of life of women, adolescents and children. The GFF supports countries with an integrated health system approach and uses an approach that combines external support, domestic financing and the private sector in a synergistic way. The GFF supports countries in developing a prioritized plan (the Investment Case) for the health sector that matches the resources available in the short term, and supports countries in strengthening their health financing systems to achieve more sustainable domestic financing. The GFF Secretariat is responsible for supporting the activities of the GFF, including managing the GFF Trust Fund and supporting the GFF Investors Group and Trust Fund Committee, the governance mechanism for the GFF. The Secretariat is based at the World Bank, in Washington, DC.

The Investment Case development and implementation is a country-driven process that is anchored in a Country Platform. The Country Platform is led by the Government and includes representatives from the donors/financiers, technical partners, civil society, youth and the private sector. The GFF Secretariat is seeking to retain the services of a Liaison Officer who will support the Government to strengthen a country partnership arrangement for the design and implementation of the GFF approach, notably through a well-functioning Country Platform.

#### **II – Objectives and Responsibilities**

The aim of this role is to support the Government and all key partners to implement an effective and inclusive government-led partnership process in order to achieve sustainable RMNCAH-N and health systems strengthening results. The main focus of the Liaison Officer is to enable effective and efficient participation of all relevant stakeholders in the process. The Liaison Officer is responsible for:

##### **Investment Case Development**

- Supporting the Government formation of the Country Platform in countries that are joining the GFF, and ensuring that all relevant stakeholders are well informed about the GFF process and that their participation in the process is facilitated in a transparent and timely manner
- Supporting the Government Focal Point in developing a stakeholder mapping and ensuring that all relevant stakeholders are well informed about the GFF process and that their participation in the process is facilitated in a transparent and timely manner
- Supporting the Government to develop and track the implementation of the roadmap for the preparation of the Investment Case
- Supporting the Government in convening the Country Platform meetings to develop and review the Investment Case and producing minutes
- Helping to organize and support the implementation of the various pieces of analytical work that will be required for the Investment Case, including supporting missions as needed

- Liaising with the GFF Secretariat Focal Point to identify technical expertise that may not be available in-country for the development of the Investment Case
- Liaising with stakeholders and constituencies ahead of and during the Investment Case development, proactively communicating in a transparent and timely manner
- Helping with the quality assurance of the Investment Case document as needed
- Identifying high-level champions that could provide political support for the Investment Case
- Producing and disseminating communication materials (e.g., newsletter, country brochure/factsheet) to ensure that all stakeholders are well informed of the GFF process in-country

#### Investment Case Implementation

- Supporting the GFF Focal point in developing an implementation plan, which lists the sub-activities of the and details which actors (govt, partners) have committed to carrying those out, and tracking the advancement of the implementation plan.
- Supporting the Government in convening the platform meetings (including making sure their participation from the full range of stakeholders) and producing minutes.
- Monitoring progress of activities of the IC on a quarterly basis, through development and regular updating of a dashboard and communication with relevant actors (govt, partners).
- Conducting meetings with financiers/donors/other stakeholders if needed to ensure alignment and secure additional financing for priorities over time.
- Working with the Government to monitor government expenditures with respect to IC priorities. In this work, the consultant may be supported by a public financial management consultant.
- Supporting the GFF Government Focal Point in finalizing the Investment Case Results Framework and updating it when necessary.

### III - Deliverables

#### Investment Case Development

- Stakeholder mapping
- Country brochure
- Bi-monthly newsletter
- Status update reports on the roadmap for Investment Case
- Investment Case roadmap with partner commitments
- Minutes of Country Platform Meetings

#### Investment Case Implementation

- Minutes of Country Platform meetings
- GFF data platform developed and updated regularly
- Reports from any bilateral meetings with potential donors/financiers/other stakeholders
- Update Investment Case Results Framework, as needed

### IV - Qualifications

The Consultant should meet the following minimum qualifications:

- Master's Degree in a field relevant to the work of the GFF (e.g., Public Health, Public Administration, Economics, Health Economics or any other relevant field)
- At least 5 years of work experience in health systems strengthening or other areas that requires strong results-focus and coordination of stakeholders
- Experience in identification of, outreach to, regular engagement and communication with key stakeholders from government, donors, development partners, civil society, youth and private sector
- Ability to work effectively in supporting the coordination of high-level government, donor, development partner, civil society and private sector representatives
- Proven strong leadership skills, including ability to support leadership and convening processes
- Attention to detail and strong ability to track work programs and ensure follow-up as needed
- Basic ability to analyze data in order to identify outliers, develop data-driven plans of action, etc.
- Knowledge of GFF-related systems in the country (e.g., health, social protection, education, etc.)
- Strong communication skills, written and verbal (in English and local working language)
- Experience working in reproductive, maternal, newborn, child and adolescent health/nutrition would be an asset
- Knowledge of IT programs used for data collection, analysis and visualization would be an asset

## **VI - Task management**

The consultant will report to the GFF Secretariat Focal Point for the country, with a dotted line reporting to the Government GFF Focal Point.