

Join OUR TEAM VACANCY ANNOUNCEMENT

Public Health Officers

Local government:
Mithila Municipality

In partnership with the Australian Government (DFAT) and The Asia Foundation's Sub-national Governance Program (SNGP) Phase II, we are working to enhance public health systems at the local level. We are looking for passionate Public Health Officers who are eager to work in the arena of laws, policies and programs implementation that directly impact local health systems. If you are dedicated to improving public health and have an interest, we would love to hear from you.

Job Description

- ✓ Support Municipal committees & health section
- ✓ Support Health Facility Operation and Management Committees (HFOMCs) to strengthen municipal health system & ward level committees in need
- ✓ Implement public health programs
- ✓ Engage communities and advocate for Gender Equality, Diversity, and Social Inclusion (GEDSI).
- ✓ Collect data, document success stories, and replicate best practices.

BE A PART OF US!

Send your resume with the subject line "Full name ""Mithila"" until 24th May 2025, EOD

polycypathshala@outlook.com

info@polycypathshala.org.np



PUBLIC POLICY PATHSHALA

POLICY THINK TANK: RESEARCH, POLICY DIALOGUE, PUBLICATION, ADVOCACY, CAMPAIGN



Duration:
8 Months

Minimum Qualification

- ✓ Bachelor's degree in Public Health with 3-4 years of experience.
- ✓ Strong communication, facilitation, report writing and organizational skills.
- ✓ Passionate about health governance and teamwork.
- ✓ Local applicants preferred.



Contact Us

01-4537793

VACANCY ANNOUNCEMENT

ABOUT US

Public Policy Pathshala (PPP) is a policy think tank established in 2010 engaged in policy support, policy research, policy dialogues, publications, stakeholder engagements and advocacies related to public policies. It has a wide pool of experienced professional experts. Our mission is to contribute to effective policy reforms and social developments through an adynamic array of expertise and interventions.

With 15 years of expertise in legislation and policy formulation, Public Policy Pathshala (PPP) takes a nuanced, evidence-based, and inclusive approach to law and policymaking. Our extensive network and interdisciplinary expertise enable us to collaborate effectively at both vertical and horizontal levels with federal, provincial, and local governments, as well as private organizations. Through our work with over 300 local governments, PPP fosters collaboration from policymaking to implementation, ensuring a sustainable impact across multiple sectors, including health, education, environment, and natural resources. We focus on strengthening governance at all three levels through a systems approach, providing capacity building for elected representatives, and advancing advocacy and campaigns. Our knowledge management efforts, include policy briefs and journals, further support multi-stakeholder policy dialogues and consultations, contributing to comprehensive and sustainable policy solutions.

Position: Public Health Officer

Background of the project:

Public Policy Pathshala (PPP) has partnered with Australian Government, Department of Foreign Affairs and Trade (DFAT), The Asia Foundation – **Sub-national Governance Program (SNGP)** phase II to promote and strengthen public health system governance at the subnational level with institutionalization of necessary health legislations and capacitating them on their health sector programming and functions to effectively implement the mandates toward improved access to quality public health services. The partnership aims to enhance the support in formulating and implementing health legislations and policies at the subnational level by orienting, capacitating, mentoring, and fostering increased accountability and ownership.

In recent years, program approaches have also focused on replicating policies across various local governments. This year, the vision plans to build on this work by providing technical expertise and support to ensure effective policy implementation and sustainable governance practices and start our initiative in consolidating the best practices so far.

This year, the program will support demand-driven technical assistance on essential law and policy formulation under a collaborative approach which includes cost-sharing and cross-learning among the local governments. Included in this will be support for strategic annual planning and budgeting, among stakeholders through expert level. Other efforts will be focused on consolidating the achievements gained of the program through impact stories/good practices,

lessons learned made since the first phase of the inception. Additionally, this will be brought about through an embedding process in Public Health Officers to all six SNGP municipalities, mobilization and monitoring of HFOMCs, and promoting interventions in public health concerns. Demanded by all the municipalities appreciating the work PHOs have been doing for over 1.5 years is seen significant for addressing ongoing challenges and building on the progress achieved in health facility and committee mobilization. PHOs have played a key role in establishing and supporting Health Facility Operation and Management Committees (HFOMCs) and ensuring that health facilities are following annual work plans, addressing local health needs, and improving coordination.

The program demands public health officer primarily designated at Mithila Municipality.

Roles and Responsibilities:

The roles and responsibilities of public health officers for this year include, but are not limited to, the following:

- Collaborate with the PPP program team as needed to support project implementation and foster favorable relations with the municipality.
- Provide **assistance** to the program team to support Municipal committee, health section & HFOMC to strengthen municipal health system & implement public health program.
- Support the program team & experts by coordinating data collection from municipality & health facilities for prioritized **pre- planning & budget support activity** we anticipate providing to the selected municipalities this year.
- Support the HFOMC committees and ward levels to identify their existing public health issues before the municipal pre-planning and budgeting process takes place.
- Facilitate the **mobilization and monitoring** of Health Facility Operation and Management Committees (HFOMCs), ensuring adherence to their operational guidelines.
- Support in strengthening **multi-sectoral coordination** by engaging with municipal health sections, planning units, and social development committees.
- Support the program team with **data collection, analysis, and reporting** on health indicators, including IHMIS and MPDSR and other data reporting.
- Support in **field assessments** to evaluate service delivery, identify challenges, and recommend improvements for local health systems.
- Enhance **community engagement** by coordinating with Female Community Health Volunteers (FCHVs), mother's groups, and ward-level health committees (TLOs) & programs where needed.
- Advocate for **Gender Equality, Diversity, and Social Inclusion (GEDSI)** in municipal health planning and service delivery.
- Facilitate and provide support to the program team in coordination during the **knowledge-sharing platforms** and cross-learning initiatives to promote the replication of successful health governance models.
- Provide necessary support needed at the municipality to the program team in the **consolidation of implementation impact**, documenting good practices/case stories, and lessons learned.
- **Existing PHOs** are responsible for **sharing their work experience** with newly recruited PHOs to ensure alignment with the program's objectives and effective implementation.

- Maintain close coordination with the municipality's health section for effective collaboration and communication.
- Provide regular monthly reports on policy formulation and implementation, detailing the status of legal and policy support provided, the level of ownership, challenges encountered, successes achieved, and recommendations for improvement.

Qualifications and Requirements:

- Bachelor's degree in public health with at least two-three years' working experience in the relevant area.
- Good understanding of health governance, policymaking, and implementation.
- Excellent facilitation, communication, knowledge management & report writing skills.
- Time management skills and excellent organizational skills.
- Demonstrated ability to work collaboratively.
- Local applicants will be given higher priority.

Duration and Location: The position is for a 8-months contract, with possibility of extension. The Public health officer will be stationed primarily at the designated municipality, with frequent travel for project activities at ward and community levels & surrounding municipalities when needed.

Application Process: Interested candidates are invited to apply by submitting the following documents within 8 days of this announcement:

- Updated CV with relevant credentials;
- Recent photograph;
- A motivating letter highlighting interest, qualifications, and experiences.
- Public health licensure.

Submission Method: Applications should be sent to our official email address through, policypathshala@outlook.com & info@policypathshala.org.np. Please ensure that the subject line indicates "[Job Position] [Your Name] & [Name of Municipality you are applying for]".

For Example: "[Public Health Officer]-[Sita/Ram]-[Mithila Municipality]"

Note:

- Our organization values diversity and strives for gender equality, diversity, and social inclusion (GEDSI) in its workforce.
- Only shortlisted candidates will be contacted for further processes.
- Inquiries regarding the application status will not be entertained.

Thank you for your interest in joining our team.