

- Noumea-based position
- Attractive expatriate package
- Join the principal development organisation in the region

The Pacific Community (SPC) invites applications for the position of **Pacific Island Public Health Professional (Surveillance, Preparedness and Response Programme)** within its Public Health Division. This position will be located at its headquarters in Noumea, New Caledonia.

## Description

The **Pacific Community** is the principal scientific and technical organisation in the Pacific region, proudly supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our unique organisation works across more than 25 sectors. We are renowned for our knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Public Health Division (PHD)** supports members in developing healthier Pacific Island communities by providing assistance in public health surveillance, and in the prevention and control of communicable and non-communicable diseases. The primary focus of the division is to provide scientific and technical assistance and to support the implementation of plans and programmes in member countries and territories. The primary goal for all PHD activities is to promote population health and well-being, help communities prevent disease and restore and/or maintain health, and reduce inequalities in health. PHD is primarily concerned with improving and protecting public (population) health, rather than providing individual treatment services. PHD is comprised of three programmes: Surveillance, Preparedness and Response (SPR), Non-Communicable Diseases (NCD) Prevention and Control; and Clinical Services (CS).

**The role** – The **Pacific Island Public Health Professional (SPRP)** will have the following key responsibilities:

### Strengthen the Epidemic Intelligence System, and maintain the Epidemic Intelligence databases

- Assist with the SPR Programme regional epidemic intelligence system that support timely reporting of epidemic and emerging disease alerts in the Pacific
- Assist with screening and filtering selected media and other event-based surveillance information sources every day to collect raw data/information on signals
- Assist with collecting data/information on signals/potential health events from routine indicator-based surveillance reports
- Assist with updating the web-based interactive map and the static map on epidemic and emerging disease alerts in the Pacific
- Maintaining and updating the Epidemic Intelligence databases throughout the epidemic intelligence process

### Analyse data and produce reports or publications

- Assist with providing accurate summaries and analyses of information on epidemics and circulation of communicable diseases in the region
- Assisting with the writing of scientific papers, annual reports and publications

### Contribute to capacity development on field epidemiology and operational research

- Providing assistance in the delivery of capacity development programme on field epidemiology and operational research
- Contribute to operational research activities within SPR Programme, including undertaking literature reviews and drafting study protocols

### Provide support to information and communication

- Assisting in producing data visualization products for the programme publications/communications
- Assisting in drafting thematic messages, advisories and other communications for PacNet and internal SPC distribution
- Assisting with presentations made at regional or international conferences and forums
- Assisting risk communication activities for PICTs
- Assisting with PPHSN website content updates and maintenance

For a more detailed account of the key responsibilities, please **refer to the online job description**.

## Key selection criteria

### Pacific Islands

- Only applicants from Pacific Island countries are eligible to apply.
- Applicants must be employed in a Pacific Public Health department or a recognised NGO working in the field of Public Health in a Pacific Island country.

### Qualifications

- University degree or equivalent in public health, epidemiology or other relevant scientific discipline.

### Technical expertise

- At least three years' direct relevant experience in Pacific Islands Health sector.
- Applied skills in public health surveillance.
- Knowledge and understanding of outbreak-prone diseases and ability to analyse trends.
- Experience in managing, updating and maintaining databases with large datasets.
- Experience in data analysis software.
- Experience in writing articles and reports.
- Experience and skills in training delivery, preferably related to public health.
- Experience in producing information and data visualization products.

### Language skills

- Fluency in English is required, with a working knowledge of French being an advantage.

### Interpersonal skills and cultural awareness

- A team player, with the ability to network and work effectively in a multicultural setting.
- Knowledge of Pacific Island countries and territories is an advantage.

## Salary, terms and conditions

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**Requirements:** Only applicants who are nationals and residents of Pacific Island countries are eligible to apply. Applicants must be employed in or contracted by a Pacific Public Health agency, or a recognized NGO working in the field of Public Health in a Pacific Island country.

**Letter of endorsement** – A signed letter from the employer, stating they agree to release the applicant for the attachment and that the position will be held for the applicant to return to at the end of the attachment with SPC must be provided before an appointment can be finalized.

**Required start date** – The position is to be filled from January 2023 and appointment is not renewable beyond 364 days.

**Remuneration** – The **Pacific Island Public Health Professional (SPRP)** is a Band 8 position in SPC's 2022 salary scale, with a salary of SDR (special drawing rights) 2,850 per month, which currently converts to approximately XPF 408,167 (USD 4,076; EUR 3,420). SPC salaries are not presently subject to income tax in New Caledonia.

**Benefits** – SPC provides subsidized housing in Noumea, an establishment grant, return airfare, and will reimburse excess accompanied luggage of up to two additional bags. Employees are entitled to: 25 days annual leave and 30 days sick leave per annum; medical and life insurance; and access to SPC's Provident Fund (contributing 8% of salary to which SPC adds a matching contribution).

We encourage all eligible candidates to apply but please note that as this is a special short-term contract, the full list of benefits included in other international contract types are not available. Appointees may bring their families, but all extra costs for travel, insurance, education, housing and other additional expenses will be their own responsibility.

**Languages** – SPC's working languages are English and French.

**Recruitment principles** – SPC's recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. Applicants will be assured of complete confidentiality in line with SPC's private policy.

## Application procedure

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**Closing date:** 14 December 2022 – 11:00 pm Noumea Time

**Job Reference:** SH000215

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume with contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided.

Applicants should not attach copies of qualifications or letters of reference.

Please ensure your documents are in Microsoft Word or Adobe PDF format.

SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.

### Screening questions (maximum of 2.000 characters per question):

1. Describe your experience in public health surveillance, from the collection to the dissemination of data and information, including data analysis and management of databases?
2. Outline your experience in delivering training or other capacity building initiatives
3. Outline your experience in producing information and data visualization products, risk communication and website maintenance