UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

VNMR000065--Antimicrobial Stewardship Program Support Officer

The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers. In most cultures, volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities. In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

General Information

<table>
<thead>
<tr>
<th>Country of Assignment</th>
<th>Viet Nam</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>World Health Organization</td>
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<tr>
<td>Volunteer Category</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>12 months</td>
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<tr>
<td>Possibility of Extension</td>
<td>Yes</td>
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<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Hanoi [VNM]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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<td>Assignment Place Remark</td>
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Living Conditions

The incumbent will live in Ha Noi, which has most of the economic and social amenities at a reasonable cost. Depending on living arrangements, housing can be expensive. Security is good. Ha Noi has a humid, tropical climate and monsoons. Summers, between May and September, are very hot with plenty of rain, while winters, from November to March, are cold and relatively dry. Living conditions in Hanoi are relatively good by developing country standards.

Viet Nam is a middle income country which has witnessed rapid economic growth with impressive results in poverty reduction over the past twenty-five years. The country has deepened its integration into global and regional institutions such as the WTO, the UN institutions and ASEAN. Its current path of development is guided by the Socio Economic Development Strategy 2011-2020 which was endorsed at the 11th
Communist Party Congress in 2011. Viet Nam was recently ranked as one of the more secure and stable places to live and do business by outside research groups.

In line with further improvements in the availability of goods and services, health facilities, and housing, the level of hardship in the duty station has recently been upgraded from C to B. Security is also reasonably good relative to other developing country large cities.

Assignment Details

**Assignment Title**: Antimicrobial Stewardship Program Support Officer

**Organizational Context & Project Description**

The World Health Organization (WHO) was established on 7 April 1948 as the directing and coordinating authority in global public health within the United Nations system. The objectives of WHO is the attainment by all peoples of the highest possible level of health. Missions of WHO are to promote health, keep the world safe and serve the vulnerable.

Viet Nam has been a WHO Member State since 17 May 1950. WHO established a country office in Viet Nam in 1977. WHO’s work in Viet Nam is based on the country’s need for support in implementing its national health policies, strategies and plans (NHPSP) to address key health issues and fulfil its commitment to the WHO Constitution and other international health laws and treaties.

Antimicrobial resistance (AMR) is a public health threat worldwide; affecting the health and lives of people and the sustainability of the country’s over-all development. Viet Nam is among the countries that in recent years have witnessed a growing threat of AMR, brought about by the irrational use of antibiotics at all levels of the health care system, in aquaculture and livestock production and in the community. A key driver of AMR is the overuse and misuse of antibiotics. In Viet Nam, antimicrobials account for >50% of drugs used in human medicine, are the most commonly sold drugs in community pharmacies and 5 of the top 10 drugs reimbursed by Viet Nam Social Security (VSS) in 2015/2016 are antibiotics. A study in Vietnamese hospitals found that one-third of inpatients who had received an antimicrobial had an inappropriate medical indication during their admission.

WHO plays an important role in supporting Ministry of Health (MOH) to implement antimicrobial stewardship (AMS) strategies to contain AMR in the human health sector across different health care settings. Over the past 2 years, Medical Services Administration (MSA) of MOH is responsible for overseeing the implementation of AMS in hospitals. A recent national survey on AMS implementation found that around 50% of hospitals in the country still don’t have an AMS Committee to implement Decision 772 QD/BYT on antibiotic management (publication pending). Continued technical support to update the AMS implementation guidelines, establish sustainable models of AMS at central, provincial and district levels and in-service training for healthcare workers are urgently required.

In 2019, the WHO AMS Program will expand to cover access to safe, quality assured and affordable antibiotics in the community as well as in hospitals; a cross cutting program led by the Health Systems Development Team Coordinator. The UN Volunteer (Antimicrobial Stewardship Program Support Officer) will provide technical assistance to MOH and coordinate AMS activities with other actors in the hospital...
Sustainable Development Goals

3. Good Health and Well-being

Task description

Within the delegated authority and under the overall guidance of WHO Representative and the direct supervision of the Health Systems Development Team Coordinator, the UN Volunteer Antimicrobial Stewardship Program Support Officer will:

- Provide technical support to revise the “Guidelines for Implementing Antimicrobial Stewardship Program in Hospitals” promulgated with Decision 772/QD-BYT dated March 4, 2016.
- Provide technical assistance to MOH to establish a framework for a National AMS Network, using existing frameworks and linkages such as IPC/AMR Surveillance networks to improve coordination and fast track success.
- Provide technical assistance to develop education/training materials on AMR, AMS and treatment guidelines of certain infections targeted at healthcare workers working in different level hospitals (ranging from large central to small district hospitals). Ensure those education/training are effectively disseminated; using different modalities such as face to face workshops to online training.
- Provide technical support to MOH to develop Continuing Professional Development (CPD) standards on AMS, in particular, for clinical pharmacists as well as for other professionals.
- Provide technical support to MOH to ensure that AMS (as a sub category of medication safety) remains at the forefront of any hospital reform or patient safety agendas.
- Work closely with the WHO Viet Nam Communications and AMS Program leads to develop effective behavior change strategies to improve antibiotic prescribing/dispensing/administration by doctors/pharmacists/nurses.
- Perform other duties as requested/required by the WHO Vietnam office.

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark International Volunteer Day)- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV’s Volunteer Reporting Application- Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.- Assist with the UNV Buddy Programme for newly-arrived UN Volunteers- Promote or advise local groups in the use of online volunteering, or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

Results/Expected Outputs

As an active WHO Vietnam Office’s team member, efficient, timely, responsive, client-friendly and high-quality support rendered to WHO and its beneficiaries in the accomplishment of her/his functions, including:

- Revision of “Guidelines for Implementing Antimicrobial Stewardship Program in Hospitals”
Required Degree Level
Bachelor degree or equivalent

Education - Additional Comments
- Bachelor degree in Pharmacy or Medicine;
- Advanced degree (e.g. Master’s Degree or above) in Clinical Pharmacy, Infectious Diseases, Public Health or Health Program Management is desirable.

Required experience
36 months

Experience Remark
- At least three years of professional work experience in a hospital environment or at a national health program level. Working knowledge of the health system in Viet Nam or ASEAN countries is a strong asset, as is experience working in the WHO or other UN/international development organization;
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots clinicians, hospital leaders, multidisciplinary teams and authorities at different levels;
- Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel;
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines;
- Sound security awareness;
- Have affinity with or interest in the mission of promoting the UN Sustainable Development Goals especially the goal on Universal Health Coverage (UHC) through stronger regulatory systems,
volunteerism as a mechanism for durable development, and the UN System.

Language Skills
- English (Mandatory), Level - Fluent

Area of Expertise
- Public health Mandatory
- Other educational, teaching or training experience Optional
- Knowledge management, archiving and documentation Mandatory

Area of Expertise Requirement
- Excellent oral and written skills; excellent drafting, formulation, reporting skills;
- Accuracy and professionalism in document production and editing;
- Familiarity with tools and approaches of communications for development.

Need Driving Licence
- No

Competencies & Values
- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Creativity
- Empowering Others
- Ethics and Values
- Integrity
- Judgement and Decision-making
- Knowledge Sharing
- Leadership
- Managing Performance
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Technological Awareness
- Vision
- Working in Teams
Conditions of Service and other information

Condition of Service

Click here to view Conditions of Service

Conditions of Service for International Specialist:

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US$ 1,631. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website http://icsc.un.org.

For UN Volunteer entitlements, kindly refer to the link https://vmam.unv.org/calculator/entitlements

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.
UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

**Supervision, induction and duty of care of UN Volunteers**

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;

- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;

- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;

- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;

- Access to shared host entity corporate knowledge, training and learning;

- Inclusion of the volunteer in emergency procedures such as evacuations;

- Leave management;

- DSA for official travel, when applicable;

- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.

**Application Code**

VNMR000065-4183

**Application procedure**

* Not yet registered in the UNV Talent Pool?

First register your profile at [https://vmam.unv.org/candidate/signup](https://vmam.unv.org/candidate/signup).

Important: After creating your account, complete all sections of your profile and submit it. Then go to `My`
Page’ at https://vmam.unv.org/candidate/mypage and click on the ‘Special Calls’ hyperlink. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

First update your profile at https://vmam.unv.org/candidate/profile.

Then go to ‘My Page’ at https://vmam.unv.org/candidate/mypage and click on the ‘Special Calls’ hyperlink to select the special call to which you would like to apply.

**Application deadline:** 28 March 2019

**Disclaimer**

United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.