

Call for Expressions of Interest and Proposal

VN023 - Job Title: Internship in WHO Viet Nam Country Office

1. Background:

The WHO Viet Nam country office supports the government of Viet Nam in the development and effective implementation of its national health strategies, policies, and plans. Specifically, the country office provides technical assistance in the following four objectives:

1. Strengthening key health system functions, data use and innovations toward universal health coverage
2. Strengthening health system functions to implement condition and disease-specific programmes
3. Building sustainable national capacities and partnership to ensure public health security and safety, including outbreak and crisis response
4. Reducing risk factors and determinants of health across the life course

Within the country office, there are five technical teams providing support, including the universal health coverage team, health emergency team, disease control team, healthy lifestyle and environment team, and communications for health team. The technical areas covered include:

- Health systems strengthening to enable equitable access to quality health services for all with a focus on primary health care and redesigning of the health system to meet future challenges
- Strengthening of national capacity to reduce the level of risk and degree of impact of health emergencies, such as outbreaks of epidemic-prone disease, food safety incidents as well as natural and man-made disasters, through programmes that lead to improved preparedness, surveillance, prevention and response
- Communicable disease control through delivery of technical support targeting the reduction of morbidity and mortality of such diseases through surveillance; monitoring and evaluation; consistent efforts to provide access to the highest levels of prevention, treatment, and care; and a comprehensive approach to advocacy, communication, and involvement that results in the committed partnership of all stakeholders
- Promotion of healthy settings by addressing key health-related social, environmental, and behavioral risk factors and determinants through a life course approach to health promotion, non-communicable diseases, impact of climate change, and healthy environment
- Communications principles and processes that inform and change attitudes and behaviours for defined public health outcomes at the individual, community, and societal levels

The purpose of the full-time internship is to provide assistance across technical areas to support the teams of the WHO Representative Office in Viet Nam.

The expected timeline for the full-time internship is 1 June – 31 August 2023, with flexibility in dates depending on the project timeline.

2. Work to be performed

Terms of reference

Under the supervision of a technical expert in the WHO Viet Nam country office, the intern may be assigned the agreed terms of reference pending the specific technical area of work:

- Conduct a literature review on specified technical area
- Review data and conduct data analyses if relevant to the specified technical area
- Assist in reviewing policy implementation, drafting the reports and presentations
- Support the technical team for organizing meetings/training courses/field visits
- Participate in team meetings and other relevant meetings as needed.
- Deliver a final presentation on the internship, including project completed, lessons learnt, and future plans
- Other tasks as assigned.

Learning objectives

- Understand the objectives of the health programme/area of technical work in Viet Nam
- Communicate clearly about the programme/area and context in Viet Nam
- Understand health policy development and implementation in Viet Nam
- Understand the roles of the country office, regional office, and headquarters and the differences in the work across offices
- Understand the role of partner coordination and multistakeholder engagement
- Know how to review data and conduct analyses
- Prepare background documents and materials as needed

3. Planned timelines (subject to confirmation)

Start date: 1 June 2023

End date: 31 Aug 2023

with flexibility in dates depending on the project timeline.

4. Specific requirements

- Qualifications required

- Education:

- Have completed the equivalent of three years of full-time studies at a university or equivalent institution prior to commencing the assignment; AND be enrolled in a course of study at a university or equivalent institution leading to a formal

qualification (applicants who have already graduated may also qualify for consideration provided that they apply to the internship within six months after completion of their formal qualification). Ideally studies in development, public health, international relations, research and or science.

- **Experience:**

- Experience in research and/or drafting reports
- Experience in qualitative and/or quantitative data analyses depending on technical area of interest
- Experience in the subject area through academic work or research would be desirable

- **Skills / and knowledge:**

- Communicating effectively orally and in writing
- Have willingness to learn from mistakes
- Working collaboratively with team members
- Producing and delivering quality results
- Specific technical knowledge in areas of technical interest considered an asset
- Computer literacy
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- **Language requirements:**

- Expert written and spoken English

- **Other:**

- Candidate has not previously participated in WHO's Internship Programme.
- Candidate is not related to a WHO staff member.

5. Place of assignment

Under the direct supervision of the coordinator of the technical team, the incumbent will carry out the given activities.

On site: WHO VNM CO

Off site: potential for remote work upon agreement of WHO VNM CO

6. Medical clearance

For on-site interns, WHO provides medical and accident insurance coverage during the duration of the internship period. Insurance coverage before the start date and after the end date of the internship is the sole personal and financial responsibility of the individual intern.

Those who are interested can contact our focal person with contact detail at the end of the announcement before 31 May 2023



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