**TERMS OF REFERENCE**

**Outbreak Response Officer**

**Duty Station:** Islamabad

**Purpose of the Post:** The officer will deliver as part of a cross-functional team in the Pakistan National Emergency Operation Center lead by NEOC coordinator. The officer will support the Polio Outbreak Response Team (PORT) at NEOC under the supervision of PORT coordinator, supporting all functions of the PORT. The purpose is timely investigation and effective follow up on recommendations to help reduce the spread of infection through interruption of virus circulation and transmission across the country.

**Overview of the Programme:** The PEI Program saw tremendous success in recent years in reaching and vaccinating persistently missed children, detecting, and responding rapidly to the presence of poliovirus. The significant improvement achieved by optimization of the structure and functionality of the program is evident by the declining number of wild poliovirus type-1 (WPV1). However, the continued transmission of poliovirus in Pakistan, with two WPV1 cases this year and multiple detections in the environment across the country points towards an increased risk of persistent circulation. The polio outbreak response team plays a pivotal role towards achievement of the program goals through timely detection and responses to outbreaks interrupting virus circulation. The team plays a key role, which is therefore a critical component towards ensuring the Program’s success and decision making.

**Organizational Context:** Under the supervision of the PORT coordinator and overall guidance Coordinator Polio Eradication, in addition to the guidance provided by the NTL-WHO, NEOC Coordinator, Outbreak Response Officer - will undertake the following duties:

1. Facilitate PORT in arrangement of 3 level calls in case of major events/outbreak districts.
2. Support the analysis of data, furnish risk analysis and appropriate recommendations on regular basis, enabling PORT to anticipate polio events on emerging events.
3. Provide updated briefing to the National EOC Coordinator, core team, and the partner technical leads in the absence of PPRT coordinator.
4. Support development of outbreak response capacity at all levels and facilitate training of field staff.
5. Facilitate investigation of major events and outbreaks (WPV, VDPV and SL2) as needed.
6. Facilitate updating investigation and OBRA tools under PORT guidance.
7. Participate in OBRA activities, consolidate information and report to coordinator PORT for dissemination.
8. Support development of comprehensive and high-quality reports and contribute to action plans.

**Competencies**

* Fostering integration and teamwork.
* Effective communication skills.
* Respecting and Promoting Individual and Cultural differences.
* Producing results

**Professional Skills and Experience**

* The incumbent must have at least 1 year of professional work experience in emergency and/or outbreaks investigation and response.
* Sound technical knowledge of public health epidemiology, disease outbreak investigation, and data management skills.
* Field experience in disease eradication initiatives and emergency response / outbreak investigations.
* Strong expertise in Microsoft Office (Word, Power Point, Excel, and Outlook).
* Good oral and writing skills in English language.
* Must be able to collaborate and share knowledge with the government and partners in a credible way.
* Proficient writing skills.

**Educational Requirements**

Essential: Degree in medicine from a recognized University is essential.

Desirable: Field experience in Public Health.