**TERMS OF REFERENCE (SECONDMENT P4 level)**
**TECHNICAL OFFICER (MEDICAL DEVICES)**
**DEVICES AND DIAGNOSTICS GROUP**
**ASSISTIVE TECHNOLOGY AND MEDICAL DEVICES TEAM**
**HEALTH PRODUCTS POLICY AND STANDARDS DEPARTMENT**
**ACCESS TO MEDICINES AND HEALTH PRODUCTS DIVISION**

## 1. Background and Justification

### Purpose of the Post

The incumbent will provide expertise towards the assessment, selection, specifications and safe use of priority medical devices, in line with the mandates of World Health Assembly resolutions WHA60.29, WHA67.23 and WHA67.20. This work is integral to the implementation of WHO 13th General Programme of Work 2019-2023, more specifically Outcome 1.3 (Improved access to essential medicines, vaccines, diagnostics and devices for primary health care). The incumbent will work in the Medical Devices and Diagnostics Group; Assistive Technology and Medical Devices Team; Health Products Policy and Standards Department; Access to Medicines and Health Products Division; World Health Organization (WHO), WHO Headquarters, Geneva, Switzerland.

## 2. Job Description

### Objectives of the Programme and of the immediate Strategic Objective

The mission of the WHO Health Products Policy and Standards Department is to support the achievement of the Sustainable Development Goals and better health care delivery in support to Universal Health Coverage. The Medical Devices and Diagnostics Group is one of eight groups in the Health Products Policy and Standards Department; Access to Medicines and Health Products Division. The objective of the team is to improve access to good quality medical devices that can provide better health care services, more particularly by supporting regions and countries to assure the selection, naming, availability, affordability, quality, safety and appropriate use of priority medical devices through the development and establishment of global policies, norms and standards and guidance documents for technical assistance to WHO Member States.

### Organizational context

WHO has been the leading international authority on public health matters since 1948 and is governed by 194 Member States through the Executive Board and the World Health Assembly. The WHO Secretariat is staffed by experts in healthcare policies, strategies and practices and sets norms and standards. In addition, WHO collaborates with, and supports countries through its Secretariat at Headquarters, six Regional Offices and a network of near 150 Country Offices. Medical devices are indispensable for health care delivery; and are required for prevention, diagnostic, emergency procedures, treatment, rehabilitation and palliative care. In this context, WHO develops norms and standards, guidance documents and technical specifications to support efforts to develop national policies on medical devices, ensure selection, procurement, donations, maintenance, decommissioning and safe use as well as selection of innovative medical devices for low-resource settings.

**Summary of assigned duties**

The incumbent will provide expertise on technical issues in relation to the assessment, selection, specifications and safe use of priority medical devices, in line with the mandates provided in relevant World Health Assembly resolutions and other relevant regional and global goals and strategies; more specifically oversee the production of data, information or documentation; develop guidance and standard setting documents; support development of national and regional strategies and plans; and promote and coordinate collaborative activities and partnerships towards assisting Member States in their efforts to improve access to appropriate medical devices.

**Specific duties**

Under the supervision and overall guidance of the Lead, Medical Devices and Diagnostics Group, the incumbent will perform the following tasks:

- Coordinate the collection, analysis and monitoring of data, information or documentation in support of activities related to medical devices;
- Lead the development of guidance and standard setting documents related to naming and nomenclature of medical devices, information systems and monitoring;
- Provide technical and policy advice and recommendations to the development of national strategies and plans for initiating and/or strengthening medical devices programs and improvements in the relevant national oversight systems; and liaise with WHO regional and country offices to support and monitor the development of regional strategies/activities;
- Coordinate the development of training programmes for institutional and human capacity-building in the field of medical devices;
- Organize technical briefing seminars, regional and global technical and coordination meetings with experts, partners and collaborative networks; and represent WHO in relevant meetings/events;
- Develop advocacy and communication materials in support of strategic engagement with partners and donors.

## 3. Recruitment Profile

**WHO competencies**

Teamwork
Respecting and promoting individual and cultural differences
Communication
Producing Results
Building and promoting partnerships across the Organization and beyond
Promoting the Organization's position in health leadership

**Functional Knowledge and Skills**

- Sound knowledge of country level situations with regard to the use, classification, procurement, planning of medical devices, including medical equipment and single use devices, with good understanding of relevant country needs and capacities;
- Ability to review, revise or develop policies and activities towards regulatory strengthening in the context of medical devices;

- Integral knowledge of different types of diagnostic technologies including surgical, laboratory, imaging and specialized diagnostics;
- Excellent knowledge of treatment technologies, including surgical equipment, intensive care related and specialized treatments as hemodyalisis and radiotherapy.

**Education qualifications**

Essential: Advanced university degree in biomedical engineering, clinical engineering, biotechnology, biology, epidemiology, medicine, nursing, public health or related fields.
Desirable: Training on health technology assessment, health technology management or regulations of medical devices.

**Experience**

Essential: A minimum of seven years relevant professional experience.

Desirable: Relevant professional experience in health care settings, in low- and middle-income countries, in international organizations, or at ministerial level would be an asset.

**Language skills**

Excellent knowledge of spoken and written English. Working knowledge of another WHO official language would be an asset.