



GOVERNMENT OF THE COMMONWEALTH  
OF  
THE BAHAMAS  
THE MINISTRY OF HEALTH AND WELLNESS  
5296/OC-BH



**INDIVIDUAL CONSULTANT**

**POSITION AVAILABLE FOR: PROJECT MANAGER**

This notice is placed on behalf of The Ministry of Health and Wellness to provide background information regarding an opportunity for a professional to provide project manager to support health systems strengthening and transformation. All interested persons who meet the stated and other criteria can determine their eligibility and respond to this advertisement to offer their services under the requirements of the project. The Government of the Commonwealth of The Bahamas (GoB) has received financing from the Inter-American Development Bank (IADB) under loan #5926/OC- BH to totally fund the contract cost.

**DESCRIPTION OF ENGAGEMENT**

The Project Manager will work collaboratively with leaders from the Ministry of Health, national health system stakeholders, as well as other ministries and international partners. Project Managers will be responsible for activities including, but not limited to coordinating with health system initiative and other leaders to monitor and assess initiative progress, reinforcing accountability and setting transformation expectations by maintaining standard reporting and evaluation mechanisms. The consultancy will take place over a twenty-four (24) month period in Nassau, The Bahamas.

**FUNCTIONS AND RESPONSIBILITIES**

- Work closely with TMO Director and initiative leaders to ensure initiatives remain on track; planning as well as measuring, tracking and reporting progress.
- Support the development of a project charter, including identifying transformation objectives and key health system priorities through stakeholder engagement, developing a high-level operating model, and identifying an approach to financing transformation for the future state.
- Support the development and implementation of clinical protocols and pathways, a community-centered model of care, and a quality assurance framework in accordance with IDB Programme BH-L1053 for Health System Strengthening.
- Support the development and implementation of a future-state system governance structure for integration in accordance with IDB Programme BH-L1053 for Health System Strengthening.
- Work closely with initiative leaders on emerging issues within portfolio of initiatives to diagnose and assess issues and develop resolution recommendations.
- Support initiative course correction by providing ad hoc decision support and resource management support, building the case for additional resources as needed
- Responsible for coordination and support of all initiatives in the areas of Health Technology & Infrastructure, Accountability & Funding, Medicine & Technology and Human Resources for Health.
- Support the development of project financial plans and deliverables related to project budgeting and expenses.
- Support the coordination of project activities including managing the tracking, reporting, and maintenance and setting up of projects in various PM tools.
- Design and implement innovative solutions to meet system needs.
- Perform regular risk management and progress assessments to enable proactive risk mitigation for foundational initiatives.
- Provide strategic advisory support to delivery teams and specialized subject matter expertise to augment delivery capacity.
- Collaborate with colleagues across the organization to complete projects efficiently.
- Provide oversight, strategic direction and support development of communications including strategies, approaches and status reporting to all stakeholders, summary documents, and presentations of technical information for diverse audiences, both internal and external.
- Identify and recommend opportunities to enhance productivity, effectiveness, and operational efficiency.
- Develop and lead change management strategy for the TMO, including change support strategies and key messages for initiative leads and influence a health system culture shift.
- Ensure frequent and open communication on transformation progress with health system leaders and stakeholders.
- Collate contracts, timesheets, and reports.
- Build strong relationships to interact with stakeholders, colleagues, and the wider community

**EDUCATION SKILLS AND EXPERIENCE**

- Bachelor's Degree in, Public Health Science, Health Services/Systems Management, Business Management, Computer/Data Science, Project Management, or other relevant disciplines from an educational institution recognized by the Ministry of Public Service and/or the National Accreditation for Education Council of The Bahamas. *Consideration may also be given to academic equivalency in these areas.*
- Master's Degree or PhD in related fields above, including medicine or business administration is a plus
- Formal Project Management Certification;
- At least five (5) years or more working experience in supervisory role in the field of project management;
- Working experience in a supervisory role in the field of health systems, health policy development programmes, or other reform projects is a plus;
- Proven experience in effectively managing projects from initiation to closure, including, but not limited to measuring, tracking and reporting progress, budget management, schedule management contract management diagnosing and assessing issues, developing mitigation strategies, general administration, and project management frameworks;
- Experience in providing oversight, advisory support to delivery teams and specialized subject matter expertise;
- Demonstrated ability to be organized, manage time and produce reports and activities on a consistent timely basis;
- Demonstrated ability to multi-task and perform activities in an agile project environment;

**SELECTION PROCESS**

The individual consultant will be selected under Individual Consultant Selection (Open Invitation) procedures, in accordance with Section V of the Inter-American Development Bank Policies for the Selection and Contracting of Consultants. Note that the Government of the Commonwealth of The Bahamas has the authority to reject any and all submissions without an explanation. All CVs must be delivered by e-mail by **Friday, August 23<sup>rd</sup>, 2024 on or before 11:59 p.m.** to [mohwpeu@bahamas.gov.bs](mailto:mohwpeu@bahamas.gov.bs).