ACT-Accelerator Health Systems Connector
Civil Society & Community Representation

Information Package

Civil Society & Communities Representatives advocate the viewpoints and needs of civil society and communities within the Health Systems Connector of the Access to COVID-19 Technologies – Accelerator (ACT-A). This work is voluntarily done and is supported by the ACT-A Platform for Civil Society and Community Representatives co-led by WACI Health, STOP-AIDS, and Global Fund Advocates Network (GFAN) to engage with community and civil society representatives as identified in other pillars/cross-cutting platforms/connectors or elements of the ACT-A partnership.

This document contains:

- Overview and Background
- How to Apply
- Selection Process and Assessment Criteria for Representatives
- Profile and Responsibilities of Representatives

Overview and Background

The ACT-Accelerator (ACT-A) was started in response to the COVID-19 pandemic and has as its sole purpose to accelerate the development, production, and equitable global access to safe, quality, effective, and affordable COVID-19 diagnostics, therapeutics, and vaccines.

The overarching coordination for the ACT-Accelerator is the Facilitation Council, which is supported by a small secretariat/coordination hub at WHO. The Facilitation Council is intended to oversee progress from the three main pillars:

- Vaccines (co-convenors: CEPI & Gavi)
- Therapeutics (co-convenors: Wellcome Trust & Unitaid)
- Diagnostics (co-convenors: FIND & Global Fund)

The Health System Connector is un-officially the 4th Pillar, is co-convened by the World Bank, the WHO and the Global Fund and is meant to cut across the work of all the pillars with a strong focus on country level implementation of efforts related to the roll-out of new technologies developed or approved for COVID-19 primarily in LMIC's where equitable access is less assured.

Since June 2020, WACI Health, STOPAIDS and the Global Fund Advocates Network (GFAN) have collaborated as the Platform for ACT-A Civil Society and Community Representatives to facilitate the selection processes of interim and then full-time representatives for each of the ACT-A pillars. The Platform supports the ACT-A civil society and community representatives across all the pillars and the Facilitation Council to come together to share information with each other and to connect with the civil society and community delegations and advisory groups from the co-lead organizations like the Global

Fund, UNITAID and Gavi. The Platform also supports the reps to engage with broader civil society and communities interested in the work of ACT-A. You can learn more and stay in touch with those efforts here.

For the past 6 months, 3 individuals have been serving in an interim capacity to represent civil society and communities within the Health Systems Connector and it is time to run a full selection process and expand the number of representatives. Given that at this time the structure of the Health System Connector (HSC) is still being finalized, we are moving forward to solicit interest in joining the work of community and civil society representatives where specific responsibilities will be collectively determined as the structure is finalized.

At this time, we are looking for between 10 and 15 representatives as well as an individual (supported by their organisation or network) to act as the Focal Point within the HSC[1]. Please note that we highly encourage persons with lived experience with COVID or long-COVID, frontline health workers and, individuals living and working within countries or contexts where equitable access to COVID tools is most at risk to apply to be representatives.

How to Apply

Interested Applicants are asked to **apply with the following documentation by noon Eastern Standard Time on Wednesday February 24th:**

- Completed application form (separate form)
- Short CV/resume (maximum of 2 pages) – please highlight or otherwise indicate the most relevant roles, work, education, or life experience(s) that drive your interest in engaging within the HSC
- Letter of reference. Preferably this letter would be from the NGO or community-based organization that you are formally or otherwise affiliated with, but this can also be from a community representative or colleague (if applying as a Community Representative)

Please send all documents in one email to katy@globalfundadvocatesnetwork.org

To make it easier to manage applications, please put your name and "Application for HSC" in the subject line.

Short-listed candidates may be contacted to provide a short video or for a conversation with the Selection Panel.

[1] Note: at the current time, no funding has been made available for community or civil society representatives within the ACT-A. The 3 co-lead organizations of the platform are actively seeking funding that would prioritize hiring either individuals already engaged or outside consultants to act as the focal point within each pillar and the HSC who would, likely on a part-time basis, coordinate the representatives work within each pillar and across the pillars to improve effectiveness and cohesiveness of civil society and community advocacy. It is important to restate that there is currently no funding for this but is the objective.

Selection Process and Assessment Criteria

The application process is being managed by the co-lead organizations of the Platform for Community and Civil Society Representatives to ACT-A. Civil Society & Communities Representatives will be selected through the following application process:

- A call for expressions of interest will be circulated widely through civil society and community mailing lists, as well as posted on the Platform website and social media channels of the co-lead organizations and other members of the Platform.
- A selection panel of 3-5 members will be formed with representatives from the Platform of existing representatives in other ACT-A pillars
- The selection panel will score applications against established criteria and key contacts at the Global Fund working on the HSC may be brought in to meet with the Selection Committee to provide technical assistance.
- The selection panel will be tasked with finding representatives with a high-level of technical expertise and experience from a geographically diverse and gender equitable membership that seeks to have representation from diverse areas of health expertise (i.e., disease focus) and ensure community representation (i.e., people with lived experience of COVID-19 and/or other diseases that make individuals more susceptible to COVID-19 and frontline health workers).
- The panel will try to reach their decision by consensus.
- The selection panel will select between 10 and 15 Civil Society & Communities and will aim to strike a balance between representatives from NGOs and Community organisations.

Essential Criteria:

- A person currently employed by or otherwise formally affiliated (such as un-paid but otherwise formalized roles) to an [2]NGO or Community-based organisation, group, or network.

Additional areas that skills, expertise, and knowledge are sought in:

- An understanding of the Access to COVID-19 Tools – Accelerator
- Experience developing campaigns, advocacy briefs or other tools to engage community and civil society actors to provide input and engage in issues related to those being addressed within the HSC.
- Willingness to learn, and invest time in learning about issues raised within the Health System Connector
- Ability and desire to be a contributing partner to the discussions with experience working independently, without significant support and resources, to facilitate conversations, elicit feedback and act as a member of a team.

[2] NGO – Non-Governmental Organization is defined in various ways in different countries. This is understood to be a not-for-profit or charitable organization whose organization is not exclusively or primarily funded by any level of government although they may receive governmental funding and may be closely aligned to governments via a partnering or implementation of programming role.

- Understanding of global health institutions, e.g., WHO, Unitaid, Global Fund, GAVI (at country or international level) including issues of civil society and community engagement and advocacy related to those institutions.
- Fluency in written and spoken English as the working language of ACT-A

Please see the following section for more details on the role and types of expertise and skills the Selection Panel will be assessing candidates against.

A note on Terms

The term of service for the Civil Society & Communities Representative is expected to be approximately 12-14 months with the possibility of extension through end of Q2 2022 and beyond.

As the term of the ACT-A itself is not time bound, terms are difficult to determine.

As a general principle, the Platform and Focal Point will undertake a review of timelines and work with representatives across all the ACT-A pillars beginning no later than December 2021 to determine whether new selection processes are needed and when they might be needed if at all.

Profile and Responsibilities of Representatives

Overall, the work of the HSC proposes to:

- Ensure community responses are well integrated in the overall Health Systems Connector framework and that community and civil society voices are heard in all phases of work undertaken by the HSC.
- Ensure that proposed ACT-A support is designed to enable and maximise effective community responses.
- Work to ensure financing systems that enable community responses including understanding of different funding channels, mechanisms, social contracting for non state actors etc.
- Community action is not hierarchically organised (unlike a MOH) and as a result specific attention is required to the systems/mechanisms needed for effective financing of community led responses. In addition, these mechanisms should be adapted to diverse types of community action (e.g., funding for service delivery looks different to funding for accountability and advocacy work).
- Understand and address the needs of frontline community health workers both formal and informal including supporting, where appropriate, task shifting towards community cadres to maximise health systems capacity and reduce demand on critical care services.

Therefore, the ideal candidates have experience working in or understand the work the HSC aims to undertake including:

- Health Systems Strengthening/Resilient and Sustainable Systems for Health expertise with a focus and demonstrated understanding of diverse community roles – formal and informal; health-specific and broader.

- Experience or expertise in driving the community response to COVID-19 and/or other health challenges.
- Expertise and understanding of issues related to health financing including strategic purchasing, different funding and purchasing mechanisms and the relevance of each to community/civil society responses.
- Ideally, the representatives would understand the mechanisms for non-health sector-based financing of community action (e.g., focused on rights, empowerment, environmental health, social and economic support etc.) and have experience in health financing/expenditure monitoring and/or advocacy.
- Expertise and significant experience in the breadth of community responses – formal and non-formal, service-delivery/monitoring, accountability and mobilisation, disease/specific and general health, national health systems and advocacy
- Understanding or expertise in the protection and training needs of those involved in frontline service delivery including task shifting approaches including quality assurance of community delivery and understanding the impact of delivery of ACT-A tools on existing community frontline services.

General explanation of responsibilities

The Civil Society & Communities Representatives will actively:

- Participate in all meetings of the HSC CS Representatives calls and any working group, workstream or other sub-entity as selected or requested (to be determined after the pool of representatives is selected). Likely bi-weekly calls and more frequent during critical periods of work.
- Provide highlight notes/key points to the HSC-CS Reps listserv and more broadly as useful after each call including identifying key items for discussion, for consultation or where further technical assistance is needed.
- Work in collaboration with other civil society and community representatives across the ACT-A Pillars via the Platform for Civil Society and Community Representatives to ACT-A
- Establish and maintain relationships with various constituencies (NGOs and Communities) on decisions, including through consultations and existing constituency mailing lists including actively seeking out and engaging new constituencies.
- Advocate for the participation of civil society and community representatives and constituencies throughout the work of the HSC
- Commit to a high level of accountability and engagement, represented by regular communication with the HSC CS Representatives, ACT-A Reps Platform

Minimum time expectation is 3-4 hours of meetings + preparation time every 2 weeks; maximum is determined by the individual but ideally candidates will have between 8-10 hours every 2 weeks that they can devote to this work.

As mentioned on page 2 (also see footnote for a full description), we additionally seek a Focal Point to help coordinate and facilitate the work for representatives in the HSC, in addition to the above, the Focal Point would:

- Convene all civil society representatives in the pillar - the Focal Point will co-ordinate a listserv and platform for discussions, bringing in additional “external experts” as desired and providing coordination through regular (bi-weekly primarily) calls.
- Be part of the Platform facilitation team and would co-ordinate and collaborate with the Platform co-leads and Focal Points in other pillars of ACT-A to identify opportunities for cross collaboration, intelligence-sharing and common positioning needed to advance key advocacy demands (regularly as needed)
- Determine and facilitate a process for any potential conflict of interest from civil society representatives, if needed.

- Once the structure of the HSC is confirmed, lead a quick but collaborative process within the HSC to determine the best fit for community and civil society representatives within that structure and identify any gaps that need to be filled.

Minimum time expectation is like that for the representatives with an additional, approximate, 2-3 hours for the coordination/facilitative function of the HSC in addition to the other meetings already mentioned.

The roles of Civil Society & Communities Representatives and the Pillar Focal Point is 100% voluntary – should funds be available to support activities, the Platform co-leads will lead on determining the best use of any available funding in discussion with all the representatives across the Platform.