

ACT-Accelerator

COVAX Facility - Advance Market Commitment (AMC) Engagement Group and Shareholders Council Civil Society & Community Representatives

Civil Society & Communities Representatives to the COVAX Facility Advance Market Commitment (AMC) Engagement Group and Shareholders Council attend meetings on behalf of civil society and report back on key issues and topics to the COVAX Civil Society Representatives, the Gavi CSO Constituency, the CSO representatives on the Gavi Board and broader civil society.

The AMC Engagement Group and Shareholder Council meeting will each be attended by 4 civil society and community representatives.

The Platform for Civil Society and Community Representatives to ACT-A and the Gavi CSO Steering Committee are currently inviting applications for four representatives, **two** civil society and community representatives to the AMC Engagement Group and **two** civil society and community representatives to the Shareholders Council.

The two representatives to the AMC Engagement Group will be joined by a representative from the Gavi CSO Steering Committee and a representative from the COVAX Civil Society Representatives. The two representatives to the Shareholder Council will also be joined by a representative from Gavi CSO Steering Committee and a representative from the COVAX Civil Society Representatives.

The COVAX Facility AMC Engagement Group and Shareholders Council are advisory groups (providing briefings to government) with decisions made at the Gavi Board. Implementers (including civil society) will participate in these meetings as observers. The appointed civil society representatives will work closely with the Gavi CSO Steering Committee, Gavi CSO Board Team and COVAX Civil Society Representatives.

This work will be supported by the ACT-A Platform for Civil Society and Community Representatives (co-led by WACI Health, STOPAIDS, and Global Fund Advocates Network (GFAN) and the Gavi CSO Constituency.

This document contains:

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

Overview and Background

The ACT-Accelerator (ACT-A) is designed 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 ACT-Accelerator is the Facilitation Group, which is supported by a small secretariat/coordination hub at WHO. The Facilitation Group is intended to oversee progress from the four main pillars:

- Vaccines (COVAX) (co-convenors: CEPI, Gavi & WHO)
- Therapeutics (co-convenors: Wellcome Trust & Unitaid)
- Diagnostics (co-convenors: FIND & Global Fund)
- Health Systems Connector (co-convenors: the World Bank, Global Fund & Global Financing)

The crosscutting Access and Allocation workstream is led by WHO and is developing the principles, framework and mechanisms needed to ensure the fair and equitable allocation of these tools.

Vaccines Pillar (COVAX)

COVAX is the vaccines pillar of the ACT Accelerator, co-led by the Coalition for Epidemic Preparedness Innovations (CEPI), Gavi, the Vaccine Alliance, and the World Health Organization (WHO). Its goal is to help end the acute phase of the global pandemic by the end of 2021 by providing access to at least 2 billion doses of safe and effective COVID-19 vaccines to the most vulnerable in all participating economies. If it succeeds in this goal, through the appropriate allocation of safe and effective doses of vaccines in phases determined by epidemiology and public health to slow and ultimately to stop the pandemic, it could save millions of lives and transform the economic prospects of governments and individuals. Further information can be found in [‘Covax: The Vaccines Pillar of the Access to COVID-19 Tools \(ACT\) Accelerator - Structure and Principles’](#)

There are currently 10 civil society and community representatives advocating the viewpoints and needs of broad civil society and communities within COVAX workstreams. The full list of appointed representatives can be found:

<https://www.gavi.org/news/media-room/covax-welcomes-appointment-civil-society-representatives>

Advance Market Commitment (AMC) Engagement Group

The COVAX AMC Engagement Group convenes with the aim of supporting real-time information exchange and providing strategic guidance and advice to the Office of the COVAX Facility on the operational aspects of the COVAX Facility, particularly as it relates to implementation in AMC-eligible countries. Within this body, an AMC Stakeholders Group will convene representatives from AMC donors; procurement organisations such as UNICEF and PAHO; and representatives of multilateral development banks or regional banks involved in the financing of

the AMC. It will discuss its investments in the AMC; options for additional financing; and receive specific reporting on progress achieved against the objectives of the AMC.

Shareholders Council

The COVAX Shareholders Council is open to all self-financing participants (SFPs) in the COVAX Facility. The Council convenes SFPs with the aim of supporting real-time information exchange and providing strategic guidance and advice to the Office of the COVAX Facility on the operational aspects of the COVAX Facility.

The COVAX AMC Engagement Group and COVAX Shareholders Council discussions and strategic guidance feed into decision making at the Gavi Board and associated committees.

Platform for ACT-A Civil Society and Community Representatives

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 organisations including the Global Fund, Unitaaid and Gavi. The Platform also supports the representatives 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](#).

Gavi CSO Constituency

The Gavi CSO constituency is a network of CSOs and NGOs working in or advocating for immunisation; most Constituency members are grass-roots organisations based in Gavi-eligible countries. The group is led by an 18-member Steering Committee-- of which IFRC is a permanent member—and currently includes representatives from a wide range of countries such as Afghanistan, Senegal, DRC, Ghana, Pakistan, Liberia, Somalia, among others (see SC members bio here).

The CSO Constituency is represented on the following fora:

- Gavi Board (one seat, plus an alternate)
- Gavi Programme and Policy Committee (one seat)
- Gavi Market Sensitive Decisions Committee (one seat)
- Gavi Audit and Finance Committee (one seat)
- WHO Strategic Advisory Group of experts in immunisation (SAGE): one observer seat
- Immunization Agenda 2030-IA2030 core team and thematic areas

The mission of the Gavi CSO SC is to provide the perspective and voice of civil society for better health outcomes, leveraging civil society organizations in countries efforts to increase and improve level of immunisation coverage, with a focus on hard to reach and underserved populations.

How to Apply

Interested applicants are asked to apply with the following documentation by 5pm CET on Tuesday 9 March 2021:

- Completed application form which can be downloaded [here](#)
- 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 COVAX
- 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 courtenay@stopaids.org.uk with “Application for COVAX AMC/ Shareholder - Civil Society Representative” in the subject line.

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.

Selection Process and Assessment Criteria

The application process is being managed by the co-lead organisations of the Platform for Community and Civil Society Representatives to ACT-A and the Gavi CSO Steering Committee. 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 Gavi CSO Steering Committee and the Platform of current representatives in other ACT-A pillars
- The selection panel will score applications against established criteria (listed below and included in the application form)
- The selection panel will be tasked with selecting representatives with a high-level of expertise, interest and experience from a geographically diverse and gender equitable membership
- The selection panel will seek to have representation from diverse areas of health expertise (i.e., disease focus) and ensure community representation (people with lived experience of COVID-19 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 two representatives to the AMC Engagement Group and two representatives to the Shareholders Council

Essential Criteria:

- A person currently employed by or otherwise formally affiliated to an 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 working in or understand the work of the COVAX Facility including:
 - Experience and understanding of issues relating to immunisation service delivery in diverse country settings.
 - Experience or expertise in driving the community response to COVID-19 and/or other health challenges.
- Experience developing 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 COVAX AMC Engagement Group and Shareholders Group.
- Willingness to learn, and invest time in learning about issues raised within COVAX
- 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.
- 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.

A note on Terms

The term of service for the Civil Society & Communities Representatives in ACT-A 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 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.

Responsibilities of Representatives

The Civil Society & Communities Representatives will actively:

- Participate in all meetings of the COVAX AMC Engagement Group or Shareholders Council
- Provide highlight notes/key points to the COVAX Representatives listserv, GAVI CSO Steering Committee, and with broader civil society identifying key items for discussion, for consultation or where further technical assistance is needed.
- Work in collaboration with the Gavi CSO Constituency, COVAX Civil Society Representatives and with the Gavi CSO Board representatives.
- 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
- Advocate for the participation of civil society and community representatives and constituencies throughout the work of COVAX

- Commit to a high level of accountability and engagement, represented by regular communication with the COVAX Representatives, Gavi CSO Steering Committee, the Gavi CSO Board representative and the ACT-A Platform.

The AMC Engagement Group and Shareholder Group meetings are expected to take place every other month in 2021 (with meetings already scheduled for mid March and mid May). The minimum time expectation is 3-4 hours of meetings and preparation time each month.

The role of Civil Society & Communities Representatives 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.