Request for Proposals:
Qatar Field Epidemiology Training Program Resident Advisor

Date Issued:
November 21, 2023 | 09:00 a.m. EST

CDC FOUNDATION CONTACT
Cassandra Webster
Senior Program Officer
cwebster@cdcfoundation.org
Summary of Request:

The CDC Foundation (CDCF) seeks a technical consultant to provide services as the Qatar Field Epidemiology Training Program (FETP) Resident Advisor (RA). The consultancy is based in Doha, Qatar and supports CDCF and the Centers for Disease Control and Prevention (CDC) to implement the Qatar FETP.

1. ABOUT THE CDC FOUNDATION

CDCF helps CDC save and improve lives by unleashing the power of collaboration between CDC, philanthropies, corporations, organizations and individuals to protect the health, safety and security of America and the world. The CDC Foundation is the go-to nonprofit authorized by Congress to mobilize philanthropic partners and private-sector resources to support CDC’s critical health protection mission. CDCF manages hundreds of programs each year impacting a variety of health threats from chronic disease conditions including cardiovascular disease and cancer, to infectious diseases like rotavirus and HIV, to emergency responses, including COVID-19 and Ebola. Visit www.cdcfoundation.org for more information.

2. BACKGROUND AND NEED

Since 2022, CDCF has partnered with CDC and the Qatar Ministry of Public Health (MOPH) to launch the Qatar FETP. The FETP model is used around the world to build essential capacity in the public health workforce capable of conducting disease surveillance, responding to and preventing disease outbreaks, and protecting the public. The Qatar FETP currently encompasses the Frontline (Basic) and Intermediate levels of the program. Frontline FETP is a three-month in-service basic level training program for public health workers that focuses on detection of and response to diseases and events of public health importance or international concern. Intermediate-level FETP training is a nine-month to one-year in-service program that focuses on strengthening public health surveillance and promoting use of data for decision-making at the middle level of the health system.

3. SCOPE OF WORK

The consultant will collaborate with staff from CDC, the Qatar MOPH, Global Health Development | Eastern Mediterranean Public Health Network (GHD | EMPHNET), and other local and international partners to implement the program and contribute to increasing the number of trained epidemiologists in Qatar. The RA will provide technical assistance to the
MOPH to institutionalize the national program. The consultancy is based in Qatar and will require significant travel within Qatar, with the possibility of some international travel as well. The consultancy will require approximately 40 hours per week for an initial commitment of one year.

Consultant Activities:

- Provide technical assistance to revise and adapt curriculum and teaching material in field epidemiology
- Advise on the selection of FETP mentors and trainees, including working with the MOPH to implement guidelines for selection and placement of FETP trainees and identification of appropriate assignments and supervision
- Provide basic training in field epidemiology for MOPH staff responsible for disease surveillance in the country following a specific curriculum
- Provide technical assistance for disease surveillance, investigations, and response activities of the MOPH
- Effectively support FETP participants in the field to ensure the acquisition of essential skills
- Oversee the mentoring, coaching, and supervision of participants during field periods to ensure the acquisition of key skills in field epidemiology
- Provide technical assistance to mentors and participants in their presentations for the dissemination of the main conclusions and recommendations resulting from their fieldwork
- Assist with the training of FETP graduates to become mentors/supervisors for future FETP trainees
- Conduct or assist with routine review of the program and of the work conducted by FETP trainees
- Ensure the evaluation of the FETP and the participants
- Respond to any requests that contribute to strengthening epidemiological surveillance and the FETP in Qatar
- Collaborate with specified academic and other institutions around certification for participants
• Participate in Steering Committee meetings
• Maintain regular communication with CDCF, CDC, and GHD on the status and progress of the program
• Provide frequent reports and meeting regularly with CDC technical staff and partners
• Provide reports to CDCF and CDC for the Qatar MOPH
• Mentor the national FETP program manager and other mid-level surveillance and epidemiology staff at the MOPH

4. KEY REQUIREMENTS

4.1 Eligibility

Applicants must meet all of the following eligibility criteria:

• Master’s degree in public health or related field
• Three to five years of experience working in the field as a practicing epidemiologist
• International experience working with Ministries of Health or other governmental stakeholders on public health priorities
• Excellent leadership, interpersonal, and communication skills
• Ability to work independently across multiple priorities and deadlines
• Demonstrated ability to effectively conduct communication and advocacy in public health evident by prior publications
• Ability to relocate to Doha, Qatar

4.2 Other Desired Qualifications

Ideal applicants will meet the following criteria:

• Graduate from CDC’s Epidemiology Intelligence Service or a FETP
• Experience working in the region
• Fluency in writing, speaking, and reading Arabic
• Experience with teaching education strategies, including problem-based education techniques, teaching epidemiology and public health statistics, and public health management and program design

• Experience in preparing and facilitating trainings for in-service public health workforce development initiatives

5. INSTRUCTIONS FOR APPLICANTS

To apply, please send a statement of qualifications (e.g., curriculum vitae or resume) and letter of interest to cwebster@cdcfoundation.org. Only respondents who are selected for interviews will be contacted.