

Call for Expressions of Interest

#017 - Job Title: A national Short-term Consultant to provide consulting service in developing a guideline on vulnerability and adaptation (V&A) assessment for healthcare facilities

1. Background:

In Viet Nam, climate change is expected to pose increasing health risks to communities, the health system, and healthcare facilities. These risks stem from the rising frequency and severity of extreme weather events such as prolonged heatwaves, floods, droughts, saltwater intrusion, wildfires, and storm surges as well as from deteriorating air quality, compromised water quality, and the spread of food-borne, vector-borne, and zoonotic diseases.

In 2023, the Viet Nam Health Environment Management Agency (VIHEMA), now the Viet Nam Administration of Disease Prevention (VADP), with support from WHO Viet Nam, developed a set of indicators to assess community vulnerability and adaptive (V&A) capacity to climate change. This existing set of indicators serves as a valuable tool for provincial authorities. However, since healthcare facilities are essential units for communities in responding to climate change impacts, enhancing the capacity of healthcare workers is crucial for effectively conducting V&A assessments in these settings. Building on WHO's global recommendations for assessing vulnerabilities in healthcare facilities in the context of climate change, there is a need for clear, locally adapted guideline to conduct V&A assessments in healthcare facilities in Viet Nam.

In addition, VIHEMA, with support from WHO, has developed three models of Climate-Resilient and Environmentally Sustainable Health Care Facilities (CRESHCFs) in the provinces of Nghe An, Lao Cai, and Ben Tre. During the implementation process, both VIHEMA and WHO recognized that applying the CRESHCF framework would be more effective if Vulnerability and Adaptation (V&A) assessments were conducted at the facility level beforehand. To accelerate the development and nationwide implementation of CRESHCFs, it is essential to provide local-level tools and training to help identify climate-related risks and adaptive capacities within healthcare facilities.

For this purpose, WHO Viet Nam is recruiting one free-lance national expert to provide consultancy services for the development of a guideline on V&A assessment for healthcare facilities, and to carry out V&A assessments in two of the three pilot sites previously developed by VIHEMA and WHO.

2. Planned timelines:

Start Date: 20 June 2025 (subject to confirmation)

End Date: 30 August 2025

Number of working days as a consultant: 18 non-consecutive working days (details in Annex 1)

3. Work to be performed

Purpose of the consultancy

To provide consulting service in developing a guideline on vulnerability and adaptation (V&A) assessment for healthcare facilities.

Method(s) to carry out the activity:

- In general, a selected national consultant in climate change and health issues will carry out his or her work based on this ToR.
- The selected national consultant will work closely with WHO Technical Officer in Environmental Health and VADP focal points to conduct his or her work to draft a guideline on V&A assessment in healthcare facilities, test the draft guideline in models for CRESHCFs and revise the draft guideline for CRESHCFs based on comments from relevant stakeholders in TWG meetings and a consultation workshop. In addition, the consultant will work with WHO Technical Officer in ENH to enhance capacity for the assessment of focal staff in those CRESHCF models.

Outputs

Output 1: A draft guideline on V&A assessment for healthcare facilities to be developed and tested in two CRESHCFs pilot sites to draw lessons for revision.

- Deliverable 1.1: Draft guideline on V&A assessment for HCFs (by 10 July 2025)
- Deliverable 1.2: Conduct two V&A assessments to test the effectiveness of the draft guidelines and provide recommendations for their future implementation. The process must include the training of staff at the CRESHCF pilot sites to build local capacity for conducting V&A assessments (by 10 August 2025)

Output 2: Finalized guideline based on recommendations collected from a stakeholder consultation workshop

- Deliverable 2.1: Consultation workshop report with collected recommendations for finalization of the draft V&A assessment guideline (by 20 August 2025)
- Deliverable 2.2: The finalized guideline on Vulnerability and Adaptation (V&A) assessment for healthcare facilities, incorporating feedback from pilot assessments and the consultation workshop (by 30 August 2025)

4. Specific requirements

Educational Qualifications required:

At least Master degree in public health, environmental health, environmental science or other relevant areas from a recognized university.

Experience required:

- The consultant shall (a) have at least 7 years of experience in dealing with climate change, and public health, environmental health, climate change vulnerability and adaptation assessment (V&A) or WASH, energy etc.
- Experience in development or implementation of V&A assessment for community or health sector is advantage.

Skills/ Knowledge:

- Knowledge on climate change aspects in the countries
- Experience and skills in developing guidelines, especially on V&A assessment, developing training materials for capacity building and plan for adaptation and mitigation in climate change
- Working experience at healthcare facility level

- Training and communication skills
- Teamwork spirit, coordinating skills are needed for this post.

Language requirements:

Excellent in writing and speaking English. Fluency in Vietnamese as a mother tongue.

5. Place of assignment

The Consultant is required to work mainly at his/her own places in Hanoi and travel to conduct field trips in the two provinces.

6. Medical clearance

The selected Consultant will be expected to provide a medical certificate of fitness for work.

7. Travel

The Consultant is expected to travel according to the itinerary and estimated schedule below:

Travel dates				Location:
From	20 June 2025	To	30 August 2025	Nghe An and Lao Cai
Purpose:		To test draft guideline on V&A assessment for HCFs at the two selected models for CRESHCFs and train for focal points.		

8. Budget

Please take note of the following when submitting application:

- The contractor will be responsible for paying taxes, if any.

Application letters and updated CVs in English should be received **on/or before 12 June 2025** and should be addressed to:

Administrative Officer World Health Organization
UN Building, 304 Kim Ma Street, Hanoi, Viet Nam

OR

wpvnmaplicants@who.int

For further information on this Call for Expressions of Interest, please contact: wpvnmwr@who.int

Annex 1 - Schedule of work

No.	Activity	Duration (Days)	Note
1.	Desk studying to review and revise the existing set of indicators for V&A assessment in communities and WHO guidelines on V&A assessment for HCFs	2	Hanoi
2.	Developing a draft V&A assessment tool, instruction on assessment and procedure and preparing for training materials and testing	6	Hanoi
3.	Conducting field trips for testing and training on the use of the draft guideline at 2 selected CRESHCF models (2 field trips). Execution of the V&A for the two pilots.	6	Yen Thanh (Nghe An) and Bac Ha (Lao Cai)
4.	Holding a consultation workshop for collecting comments from relevant stakeholders	2	Hanoi
5.	Drawing lessons learnt, finalizing the draft guideline on V&A assessment for HCFs	2	Hanoi
	Total of working days	18	