

## Digital Tools Specialist

### Background

Vital Strategies is an international public health organization. Our programs strengthen public health systems and address the world's leading causes of illness, injury and death. We currently work in 73 countries, supporting data-driven decision-making in government, advancing evidence-based public health policies, and mounting strategic communication campaigns. Vital Strategies' priorities are driven by the greatest potential to improve and save lives. They include non-communicable disease prevention, cardiovascular health promotion, tobacco control, road safety, obesity prevention, epidemic prevention, environmental health, vital statistics systems building, and multi-drug resistant tuberculosis treatment research. Please visit our website at [www.vitalstrategies.org](http://www.vitalstrategies.org) to find out more about our work.

This consultancy will support implementation of the Country Health Information Systems and Data Use (CHISU) project, a USAID Bureau for Global Health data and information system project. The project aims at strengthening country capacity and leadership to manage and use high quality health information systems to improve evidence-based decision-making. The project is funded by the U.S. Agency for International Development (USAID). JSI is the prime contractor for the project, with Vital Strategies as a partner organization, along with RTI International, Macro-Eyes, Jembi Health Systems, and the Global Evaluation and Monitoring Network for Health (GEMNet-Health)

### The Consultancy

A key area of technical assistance offered through the project is to strengthen the development of digital tools at the Institute of Public Health (IPH) of Serbia "Dr Milan Jovanović Batut", such as reports that make critical data sources more visual, more interactive, and more accessible to public health decision-makers and stakeholders.

The consultant will provide guidance and technical assistance to IPH Batut staff on the design and development of public health digital tools. The consultant will facilitate the communication among relevant actors involved in the development process, such as end-users of the tools, subject and data experts and IT staff and application developers. The consultant will provide input on best practices and guide the development of tools from defining the content of tools, through the development of mock-ups and prototypes, and the initial deployment of the tools. Power BI has been selected as the platform for development of the digital tools and the consultant is expected to provide feedback on the implementation of public health tools developed in Power BI.

### Scope of work

The consultant will be responsible for delivering the following activities, organized in three activity blocks:

- **Specification of parameters of the tools:**
  - Engage with stakeholders to understand and select priority projects for the development of digital tools

- Coordinate input of all interested parties to establish consensus on digital tool projects parameters: organizational objective to be advanced by the new digital tools, timeframe for completion, personnel and resources dedicated to the project
- Develop a project plan specifying the sequence of activities to develop and deploy the digital tools
- **Development of tools:**
  - Engage with users to define detailed scenarios that identify the specific content and functionality required for the tools to meet their needs
  - Support design of mockups that illustrate the use scenarios
  - Collaborate with subject and data experts to understand available data for use in the tools and define optimal data structures and data preparation guidelines
  - Promote agile tool development and constant communication between relevant parties to ensure the digital tools are user-centered and follow best practices for data analysis and visualization
  - Conduct user acceptance testing for the deployment of initial versions of the digital tools
- **Optimize use of tools:**
  - Collaborate with CHISU staff on the creation and delivery of programs that train users to utilize the tools
  - Identify processes that should be reviewed or established to integrate the use of the newly created digital tools and ensure their sustainability

**Assignment**

This is a consultant position with an anticipated level of effort for the entire project is 140 days. The consultant must be based in Serbia with the ability to meet with IPH Batut staff frequently. The duration of the project is 9 months; work is expected to be completed by March 2023. The following table provides a rough guide for the sequence of activities over the 9-month period.

Activity Block	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
■ Onboarding									
■ Parameter specification									
■ Tool development									
■ Optimize use									

The work will be overseen by Vital Strategies, a partner organization of CHISU based in New York City, USA. The contractor will also coordinate with CHISU’s country office in Serbia. Note that contracts are executed and paid in the currency of the country where the consultant is based and that payments are tied to deliverables.

**Qualities and Qualifications**

- Bachelor’s degree required
- Preferred background on public health, epidemiology, statistics, or related fields
- Knowledge developing reports using Power BI

- Knowledge on data integration using Power Query
- Experience developing digital tools for decision-making for healthcare or public health audiences
- Experience engaging and working remotely with stakeholders
- Preferred experience using public health data to create Power BI reports
- Written and oral English and Serbian language proficiency

**Application**

Submit a CV and cover letter including your daily rate to [locaranza@vitalstrategies.org](mailto:locaranza@vitalstrategies.org) and [operationsrfp@vitalstrategies.org](mailto:operationsrfp@vitalstrategies.org) by June 29, 2022, 5.00 PM EST.