

SAINT VINCENT AND THE GRENADINES STRENGTHENING HEALTH SYSTEM RESILIENCE PROJECT

TERMS OF REFERENCE FOR THE SOCIAL SPECIALIST

BACKGROUND

The Government of Saint Vincent and the Grenadines (SVG) has received financing from the International Development Association (World Bank) and OPEC Fund for International Development (OFID) towards the cost of implementing the Strengthening Health System and Resilience Project (SHSRP). The SHSRP aims to strengthen the capacity of hospital services and health system resilience in advancing the goals and targets of the National Health Sector Strategic Plan (NHSSP) and the National Economic and Social Development Plan (NESDP) 2013-2025. The project will also benefit from technical assistance activities financed under the Korea-World Bank Partnership Facility (KWPF). These investments are expected to play a transformative role in strengthening the capacity and adaptability of the national health sector, including the ability to effectively respond to costly disease outbreaks, devastating natural disasters, and the rising burden of chronic Non-Communicable Diseases.

The essential focus of the SHSRP is to promote resilience, quality, and efficiency at the secondary health care level and throughout the health system and induce providers and consumers to seek care early and at lowest appropriate level of care. Specifically, the project will finance infrastructure development, purchase of medical equipment, establish a robust hospital digital management information system for service efficiency and quality, and strengthen hospital governance and management. In effect, the project will be executed under four components:

Component 1: Development and launch of a new acute care hospital. This component will co-finance the construction of the new hospital and related medical and non-medical equipment, as well as support the development of an equipment and maintenance strategy.

Component 2. Strengthening Health System Resilience. This component will finance activities at the hospital and sector levels to strengthen the resilience of the health system against crises to reduce disruption to delivery of essential health care services during emergencies. Financing of this component will be complemented by KWPF grant-financed analytics and advisory services.

Component 3: Project Management, Coordination and Evaluation. This component will support national level activities in support of the project implementing agency. Specific activities include capacity building in contract management, procurement, environment and social safeguards, financial management, and technical monitoring and evaluation, including project audits. In addition, related operating expenses, equipment, and personnel necessary for the execution of the project will be supported.

Component 4. Contingency Emergency Response Component (CERC). This zero-cost component aims to provide funding in the event of an eligible emergency, as defined in the Financing Agreement. The CERC may be triggered if the Government of Saint Vincent meets the conditions set forth under the Financing Agreement.

Implementation of the project will fall within the span of control of the Public Sector Investment Project Management Unit of the Economic Planning, Ministry of Finance, Economic Planning, and Information Technology (MOFEP), working in close coordination with the Ministry of Health, Wellness, and the Environment (MOHWE) that will serve as the lead agency on technical matters. A dedicated Project Coordination Team (PCT) will be established to assume the management functions of project planning, monitoring and evaluation, fiduciary oversight, and environmental and social risk management. The PCT will be supported in the execution of its functions for Component 1 by the Construction Management Consultant (CMC) and for Component 2, by a Health Sector Consultant (HSC). In response to the complexity and development focus of the project, a broad-based multisectoral Project Steering Committee (PSC) will be established to enable high-level leadership, oversight, and coordination.

TERMS OF ASSIGNMENT

The Social Specialist is expected to coordinate with the Environmental and Social Focal Points in the Ministry of Finance, Economic Planning, and Information Technology (MoFEP), and with the Environmental Specialist contracted to support the PSIPMU in ensuring that social issues and social management activities are mainstreamed into the various components of the Project so that it is compliant with the country's regulations, with the Environmental and Social Standards of the World Bank, and with the Social and Environmental Assessment provisions developed for this project.

The Social Specialist will work under the overall management of the Director of Economic Planning and will report to the Project Manager. He/She shall work under the supervision of the social safeguard Focal Point in the PSIPMU on all social safeguards related matters and provide the stated services for the project. He/She will also work in tandem with the Environmental Specialist. The Social Specialist will take the lead role with respect to the application of the following Environmental and Social Standards (ESSs):

Social Specialist:

- Environmental and Social Standard 1: Assessment and Management of Environmental and Social Risks and Impacts: The main instruments are the Environmental and Social Commitment Plan (ESCP) Environmental and Social Management Framework (ESMF), Environmental and Social Management Plans (ESMPs).

- Environmental and Social Standard 2 (ESS2): Labor and Working Conditions. The main instrument is the Labor Management Procedures (LMP). In the application of this standard, the Social Specialist will provide support in ensuring that relevant elements of Occupation Health and Safety (OSH) that fall under ESS2 will be implemented, and for which measures will be described in the ESMF and ESMPs.
- Environmental and Social Standard 4: Community Health and Safety. Most of the measures under this ESS will be part of the Environmental and Social Management Framework (ESMF) and Environmental and Social Management Plans (ESMPs). In the application of this standard, the Environmental Specialist will provide support in ensuring that relevant Community Health and Safety measures under this ESS will be part of the Environmental and Social Management Framework (ESMF) and Environmental and Social Management Plans (ESMPs).
- Environmental and Social Standard 5: Land acquisition, Restrictions on Land Use and Involuntary Resettlement. This standard is currently not relevant. However, if the standard becomes relevant later, then the social specialist will be required to prepare instruments relevant to ESS5. The main instruments are the Resettlement Policy Framework (RPF), Resettlement Action Plans (RAPs) and Abbreviated Resettlement Action Plans (ARAP).
- Environmental and Social Standard 8: Cultural Heritage. Measures under this are part of the ESMF, ESMPs. Measures to address these potential impacts will be defined in the ESMF and respective ESMPs.
- Environmental and Social Standard 10: Stakeholder Engagement and Information Disclosure. The main instrument is the Stakeholder Engagement Plan (SEP).

The Social Specialist will provide support to the Environmental Specialist on the application of the other ESSs more relevant to Environment aspects including:

- Environmental and Social Standard 3: Resource Efficiency and Pollution Prevention and Management. Measures are part of the ESMF and ESMPs.

Environmental and Social Standard 6: Biodiversity Conservation and Sustainable Management of Living Natural Resources. Measures are part of the ESMF and ESMPs

DUTIES AND RESPONSIBILITIES:

The Social Specialist will be responsible for supporting the Project Manager in ensuring that the Project's ultimate social impacts are achieved and that any adverse impacts are effectively avoided and/or mitigated in a timely manner. The duties/responsibilities of the Social Specialist include, but are not limited to:

- 1) Monitor the Implementation of the Environmental and Social Commitment Plan (ESCP) of the project, and the Environmental and Social Standards instruments: Labor Management Procedures (LMP), , Stakeholder Engagement Plan (SEP), Grievance Mechanisms (GM), including Workers Grievance Mechanism (WGM), the Environmental and Social Impact Assessment (ESIA) and the Environmental and Social Management Plans (ESMPs). The Social Specialist will coordinate with the Environmental Specialist for the implementation and monitoring of all instruments of the ESCP, but especially in regard to ESS2, ESS4, and ESS8 as described in the section of “terms of assignments.
- 2) Work closely with the Environmental Specialist and support preparation and/or updating of social and environmental management plans such as the LMP with its GM for workers, SEP with its GRM, and others as relevant.
- 3) As part of the LMP, monitor the implementation of the code of conduct detailing measures, including but not limited to sexual exploitation and abuse, sexual harassment, and violence against children.
- 4) Review of Contractors’ Environmental and Social Management Plans (C-ESMPs)
- 5) Advise and instruct Project staff, consultants and other stakeholders on various social issues associated with project implementation to ensure that these issues are addressed.
- 6) Conduct and analyze the potential social impacts and social risk of the project, develop associated preventative or mitigation measures for the monitoring and evaluating impacts and or risks.
- 7) As part of the implementation of the SEP, develop and implement activities and measures to ensure the social inclusion of the disadvantaged or vulnerable people in the mainstream consultation process and in project’s benefits.
- 8) Systematically document all community consultations and meetings held with project beneficiaries, local communities, stakeholders, and any PAPs in the form of minutes of the meetings.
- 9) Assist with development and implementation of the grievance mechanisms (GM) of the SEP and of the LMP.
- 10) Ensure that the GM of the SEP and the LMP are adapted to address complaints on Sexual Exploitation, Abuse and Harassment.
- 11) Record, investigate and report on grievances and give follow up for the timely resolution of these.

- 12) Support the organization and implementation of training for Project workers on Environmental and Social Standards, citizen engagement, stakeholder engagement, GRM, closing the Gender Gap, and how these relates to monitoring and evaluation.
- 13) In collaboration with the Environmental Specialist, and as required, prepare and/or support the preparation of reports on incidents or accidents and propose measures to prevent their recurrence.
- 14) Participation in weekly or monthly site meetings and coordinate with the construction contractors.
- 15) Carry out appropriate social assessments of the activities such as procurement of new equipment and physical transfer of equipment and assets from MCMH to AVACH as agreed in the ESCP. Conduct screening as described in the Contingency Emergency Response Component (CERC) Environmental and Social Management Framework (ESMF) (CERC-ESMF), to determine eligibility of sub-projects and the types of environmental instruments needed (ESMPs, Environmental and Social Impacts Assessment (ESIA), etc.) for the CERC activities. Flag issues of non-compliance and advise and support in the development and implementation of alternative strategies.
- 16) Perform any other tasks assigned by the Project Manager consistent with the project's objectives, expected results and in line with this ToR.

DELIVERABLES:

1. Monthly and quarterly reports that consolidate the environmental and social performance of the project and provide inputs to the project's biannual report. The reports will cover the environmental, social, health and safety (ESHS) performance of the Project, including but not limited to, the implementation of the ESCP, status of preparation and implementation of E&S documents required under the ESCP, stakeholder engagement activities, functioning of the grievance mechanism(s), citizen engagement, gender, and participation.
2. A consultation plan for the SHSRP and preparation of semi-annual consultation reports that facilitates stakeholders/beneficiary involvement. The Semi-Annual SEP reports will reflect the use of the relevant instruments to facilitate information flow, beneficiary review forums, facilitate measurement and analysis of ongoing impacts of the project on beneficiaries.
3. Semi-annual Social Impact Monitoring and Evaluation reports,
4. Quarterly Grievance Redress Mechanism (GRM) Log and reports.

QUALIFICATIONS AND EXPERIENCE

- At least a Bachelor's degree in Social Work, Sociology, Anthropology, Community Development, Social Science, Economics, Law, or other related discipline.
- At least five (5) years of experience in the preparation and supervision of implementation of Environmental and Social Impact Assessment, ESMPs, and/or other applicable management instruments like those required by the World Bank
- Demonstrated experience working on projects that have applied the World Bank's operational Environmental and Social Standards, or experience applying similar Environment and Social Standards in other organizations.
- At least 5 years' experience in the preparation of social assessments: social policy development programs; and/or other social risk management instruments like those required under the ESSs.
- At least 5 years of experience in working with different stakeholders to lead in the preparation and participation in intersectoral consultations and systematization of information facilitation of workshops and ESSs training
- Ability to work in teams and communicate effectively; and demonstrated resourcefulness and initiative.
- Fluency in English with excellent oral and writing communication skills.

CONTRACT DURATION

The contract will be for twelve (12) months in the first instance and would be subject to an extension until the project closing date based on satisfactory performance.

PERFORMANCE METRICS

	Performance metric	Complied*	Rating*
1. Compliance with E&S safeguards and commitments			
1.1.	Reviewed E&S risks and impacts of project		
1.2.	Reviewed the ESMP and the C-ESMP of the project		
1.3.	Attended and supported consultations with relevant stakeholders on the ESMP.		
1.4.	Integrated reports on stakeholder consultations and feedback into ESMP for project.		
1.5.	Provided updated ESMP to be disclosed - within a week of WB no Objection.		
1.6	Provided quarterly update of E&S instruments		
1.7	Coordinated with other E&S specialists to communicate ESHS requirements, requested and obtained regular reports on compliance.		

1.8.	E&S monitoring of project to verify contractor performance.		
1.9.	Provided contributions to quarterly and annual progress reports on projects' implementation within two weeks of being requested those inputs by the Project Manager.		
1.10	Submitted monthly reports 10 days after the end of the reporting period		
2. Stakeholder engagement and consultations			
2.1.	Led consultations with relevant stakeholders on non-infrastructure activities of the project.		
2.2.	Monitored and reported on stakeholder engagement and community outreach		
3. Strengthening of E&S capacity			
3.1.	Provided at least once a year a basic awareness raising and training workshop on E&S issues and compliance to the PCT, PSIPMU, MoHE staff and potential beneficiaries.		

*Complied:

- Yes
- No
- N/A (not applicable) for the assessed period.

*Rating:

- 5 Outstanding
- 4 Good
- 3 Adequate
- 2 Marginally adequate
- 1 Unsatisfactory