

Position Information

Position Title: PNG Daru Internet Assessment Adviser

**ARF Professional
Discipline Category:** C

ARF Job Level: 3

ARF Daily Rate Band: **\$593 to \$742**
**tax free status may apply for Australian residents*

Position Location: Daru, Western Province, Papua New Guinea

Contract Duration: 10 days

Estimated Start Date: **October 2013**

Application Closing Date: **4pm Monday 2 September**

Overview

Thank you for your interest in the position of PNG Institute of Medical Research ICT Audit Adviser.

This document includes information on the following:

- Summary of the Health and HIV Implementation Services Provider (HHISP) Program;
- Introduction to Abt JTA;
- Application process;
- Definition of a Short Term Adviser (STA);
- Overview of the compensation and benefits associated with STA roles;
- Terms of Reference; and
- Key Selection Criteria.

Please read this document carefully as applications that vary from the specified requirements may not be accepted.

Please be advised that the mobilisation of this position is subject to AusAID approval.

Health and HIV Implementation Services Program (HHISP)

Background

In 2011 Australia and Papua New Guinea (PNG) agreed to a new strategic direction for the aid program that targets four key sectors: education, health including HIV, law and justice, and transport; with a focus on delivering better health (including HIV) and education outcomes at sub-national level.

These key sectors are reflected in Australia's Partnership for Development with PNG which commits both countries to work together to achieve the Millennium Development Goals. Under this partnership, a Schedule for each of the key sectors outlines the shared objectives, funding commitments and implementation arrangements.

The Health and HIV Partnership Schedule under the Papua New Guinea – Australia Partnership for Development is aligned with the National Health Plan (NHP) 2011-2020, the National HIV Strategy (NHS) 2011-2015, and to the Government of PNG's Medium Term Development Plan 2011-2015. The aim of the partnership is to support the Government of Papua New Guinea in achieving an efficient health system which can deliver an internationally acceptable standard of health service; and, a healthy population free of sexually transmitted infections (STIs) and HIV. Specific targets under this Schedule are as follows:

Health

- Increase the percentage of 1 year old children nationally vaccinated with 3 doses of pentavalent vaccine from 51 (in 2010) to 80 per cent and measles vaccinations from 50 (in 2010) to 80 per cent by 2015;
- Increase the percentage of deliveries supervised by a trained nurse, midwife or doctor from 40 (in 2010) to 44 per cent by 2015; and
- Increase the availability of essential medical supplies, including drugs and testing equipment for HIV, tuberculosis and malaria, through reducing stock outs from 53 per cent (in 2010) to 15 per cent by 2015.

HIV

- Increase the percentage of men and women aged 15-59 who had more than one sexual partner in the past 12 months who report the use of a condom during last intercourse from 38.9 per cent to 80 per cent by 2015;
- Increase the percentage of pregnant women on antiretroviral treatment (for prevention of mother to child transmission) from 23 per cent in 2010 to 80 per cent in 2015; and
- Increase the percentage of the population (both men and women) in need of antiretroviral drugs who receive those drugs from 59 per cent (2010) to 80 per cent by 2015.

In order to achieve the targets under this schedule, the delivery strategies for AusAID's Health and HIV Programs are being brought closer together. While the two programs will continue to operate separately, they will be co-located and a number of areas will require closer collaboration and coordination. These areas are strengthening human resource capacity, medical supplies, financing, research, working with civil society partners. At the sub-national level, the two programs will work together initially in three priority provinces – Eastern and Western Highlands and the Autonomous Region of Bougainville.

PNG Health and HIV Implementation Services Provider (HHISP)

The PNG Health and HIV Implementation Services Provider (HHISP) will encompass implementation support for two programs, Health and HIV, on behalf of AusAID and Government of Papua New Guinea (GoPNG). The overarching objectives for HHISP are to improve maternal and child health outcomes and deliver increased health and HIV services to the rural majority and high risk populations in support of the Health and HIV Partnership Schedule under the Papua New Guinea – Australia Partnership for Development outcomes.

The HHISP formally commenced on 1 April 2012.

Abt JTA – Who We Are

Abt JTA is a global development consulting firm with over 10 years' experience operating within the health and social sectors in the Australian and Asia-Pacific region. We are a company that has a personal commitment to its staff and as such we value the long-term relationships that we build with the people who work with us.

For more information about our company and what we do visit our website at www.abtjta.com.au.

Our Values

Mission-Driven.

We are united by our mission to improve the lives of people worldwide.

Global.

We are a global community, bringing diverse knowledge, expertise, and perspectives to the many challenges faced by today's world.

Committed to Excellence.

We strive to meet and exceed the highest professional standards.

Collaborative.

We know that working collaboratively produces excellence.

Accountable.

We take responsibility for what we do and how we do it.

Balanced.

We sustain the energy and commitment we bring to our roles by promoting a healthy balance between our personal and professional lives.

Preparing Your Application

Please read the following information carefully as incomplete applications may not be accepted.

To submit an application:

1. Visit the Abt JTA website (www.abtjta.com.au) and navigate to the 'Careers' section.
2. Locate the position you are applying for and select 'Job Details'.
3. Click on the 'Apply Online' button and follow the prompts.

It should take between 30-40 minutes for you to complete the online application. Before submitting your application it is recommended that you have the following documentation prepared so that these can be readily uploaded during the application process:

1. An electronic version of your CV (less than 3MB);
2. A statement addressing the key selection criteria (maximum three (3) pages). This document should clearly describe how your skills, experience and qualifications will enable you to meet the requirements of the position; and
3. Details of at least three (3) professional referees (preferably your current supervisor and two (2) previous supervisors).

Other Points to Consider:

1. If you are successful in being short-listed or are selected for this position you may be required to undertake a police check, psychometric test and/or a medical examination.
2. A performance assessment will be undertaken for all advisers at least annually and upon completion of their appointment. By submitting your application for this role you are consenting to Abt JTA undertaking this assessment and to providing a record of this assessment to AusAID for inclusion in their adviser database.

Further information on the performance assessment requirements and process can be accessed from the AusAID website at [AusAID Adviser Remuneration Framework](#).

AusAID Remuneration Framework

On the 15th of February 2011 AusAID released the *Adviser Remuneration Framework (ARF)*. The ARF is a set of market-based, long and short term remuneration rates and entitlements which apply to AusAID-funded positions that are commercially contracted by AusAID directly, or through a managing contractor such as Abt JTA.

Further information on this framework can be accessed from the AusAID website at [AusAID Adviser Remuneration Framework](#).

What is a Short Term Adviser?

A Short Term Adviser (STA) role is considered any appointment that is up to six (6) consecutive months in duration.

Compensation & Benefits – Short Term Adviser

In accordance with the ARF, the compensation and benefits associated with this Short Term Adviser position are outlined below.

The successful adviser will receive:

1. A daily *Professional Fee* (plus GST where applicable) to be paid monthly upon receipt of an invoice outlining the services provided.

The rate band for this position is: **AU \$593 to AU \$742** per day

2. Comprehensive pre-departure and in-country briefings (security and role specific).
3. Reimbursement for expenses associated with visas, medical clearances and vaccinations.

If an adviser is required to move away from their home base to undertake this role (either domestically or internationally) they will also be entitled to:

1. Return economy flight for mobilisation and demobilisation for the adviser only.
2. A per diem of **AUD 130** per day to cover reasonable living expenses.

N.B. This allowance is only applicable for those advisers whose partner and/or accompanying dependants (where applicable) are not currently in receipt of such an allowance from AusAID or any other employer.

3. Reimbursement of accommodation costs up to the value of **AU\$ 450** per day (inclusive of VAT/GST).

N.B. This is an AusAID discretionary allowance and is only applicable for those advisers whose partner and/or accompanying dependants (where applicable) are not currently in receipt of such an allowance from AusAID or any other employer.

4. Travel and medical insurance for the adviser only.

Lodging Your Application:

All applications should be submitted online through our website at: www.abtjta.com.au

Should you experience any difficulties with the submission process, or have any questions about this role then please contact:

Contact name: Stephen Kennedy
Email: stephen.kennedy@abtjta.com.au
Phone: +61 73114 4631
Closing Date: 4pm Monday 2 September 2013

Terms of Reference

The Services that the Advisor is to provide include, but are not limited to, fulfilling the following Terms of Reference for the position of Advisor, Daru Internet Assessment.

Title: Advisor, Daru Internet Assessment

Occupant: To be recruited

Reports To: AusAID PNG Program Director, Health and HIV

Project: Health and HIV Implementation Services Provider

Status: ISTA

Location: Daru, Western Province, Papua New Guinea

Period: 10 days

Authorized By: AusAID

Advisor Role: Substitution/Supplementation

AusAID ARF Classification: C3

PURPOSE OF THE POSITION

Background

Despite the construction of nearby Digicel PNG 3G towers, internet speed in Daru, Western Province, PNG remains slow. As a result of this, AusAID have tasked the HHISP to identify an appropriately qualified and experienced advisor to review the internet and telephone coverage in Daru where coverage problems are causing difficulties for the hospital and new TB ward.

Objectives

The Advisor, Daru Internet Assessment will fill an substitution and supplementation role through providing high-level technical support in investigating the causes of slow internet access in Daru, Western Province, PNG. This will be with the objective of improving internet speed in Daru, in order to improve communications and thus health service delivery in Daru.

ACCOUNTABILITY/WORKING RELATIONSHIPS

- Working in the Daru, Western Province, the Advisor will, in the first instance, be accountable to the AusAID PNG Program Director, Health and HIV.
- Ongoing performance management will be facilitated by the Director, HHISP.
- The Advisor will also be required to report to the HHISP Director through the Health Coordinator and to the AusAID PNG Program Director Health and HIV on progress against expected outcomes.

The advisor will work closely with other key stakeholders, such as Digicel PNG, and will coordinate activities closely with other HHISP staff working within the province and sector as required.

JOB SPECIFICATION

- The Advisor will spend up to ten days investigating the reasons why Internet access appears to be slow for users in the Daru area, Papua New Guinea, despite the construction of nearby Digicel PNG 3G towers.
- The assignment will require time spent in Daru and Port Moresby. The consultant may need to liaise with Digicel PNG to gain access to towers or other technical infrastructure or specifications.

KEY RESULT AREAS



1. **Field investigation is conducted into slow internet speed in Daru**, as demonstrated by: the Advisor will spend up to seven days investigating the reasons why Internet access appears to be slow for users in the Daru area, Papua New Guinea, despite the construction of nearby Digicel PNG 3G towers. The Advisor will consult with relevant stakeholders, including Digicel PNG, as required.
2. **Provide a report summarising investigations**, as demonstrated by: provide a report of 1 to 5 pages which outlines the reasons why the Internet access speed in Daru is slow for users, and provides recommendations as to what can be done to resolve the problem. Language in the report should include the technical specifics required, whilst also providing an explanation in clear English that can be understood by non-technical readers.
3. **Strong and Productive Relationships** built with relevant stakeholders and other relevant personnel as demonstrated by positive feedback on performance.
4. **Reporting**: Required Advisor reports are submitted on time and to a professional standard.

REPORTING

The Advisor will be required to:

- Provide a report of 1 to 5 pages which outlines the causes of slow internet access speed in Daru, and provides recommendations on how to resolve the problem. Language in the report should include the technical specifics required, and also provide a clear English explanation that can be understood by non-technical readers;
- Complete an Exit Report outlining their achievement of stated objectives at the conclusion of the contract; and
- Provide ad hoc updates to AusAID PNG Program Director, Health and HIV and HHISP Health Coordinator as required.

Each Report that is provided by the Advisor should be:

- Of the highest standard of quality, including report content, format, spelling and grammar;
- Prepared in accordance with HHISP reporting guidelines;
- Provided in electronic format in Microsoft Word; and
- Delivered by the required date

Key Selection Criteria

KSC 1. Ten years of combined relevant professional experience and education.

KSC 2. Demonstrated high-level technical expertise and understanding of wireless Internet systems, third-generation (3G) signals and tower placement.

KSC 3. Demonstrated established contacts and relationships with the relevant parties in Papua New Guinea, for example Digicel PNG, NICTA, Telikom PNG, PNGSDP etc. would be advantageous.

KSV 4. Recognised professional qualifications as a telecommunications engineer or similar relevant qualification.

KSC 5. Experience working in developing countries and harsh environments.

KSC 6. Experience in Papua New Guinea or the Pacific is preferred. Experience in tropical climates is desirable.

KSC 7: Demonstrated excellent interpersonal and cross-cultural skills, and a proven ability to liaise effectively with a diverse range of stakeholders.

If no response to the above Key Selection Criteria is made, applications will not be considered further.

