



REQUEST FOR EXPRESSIONS OF INTEREST TRAINING SPECIALIST CONSULTANT

Country: The Commonwealth of The Bahamas

Supporting Institution: Inter-American Development Bank

Programmes: Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & Programme to Support the Health

System Strengthening of The Bahamas

Project Number: BH-L1053 & BH-L1055

Loan Number: 5179/OC-BH & 5296/OC-BH

Sector: Health

Deadline: 31 August 2024

Consultancy: Training Specialist Consultant

Consultancy Location: Nassau, The Bahamas

Reports to: Chief Medical Officer – Ministry of Health & Wellness

The Ministry of Health and Wellness (MOHW) of The Bahamas has received financing from the Inter-American Development Bank (IDB), toward the cost of the Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & the Programme to Support the Health System Strengthening of The Bahamas and intends to apply part of the proceeds for the consulting services of **Training Specialist Consultants**. The successful individual will work as a part of the MOHW on a contractual basis and report to the Chief Medical Officer (or other designated alternate). The successful individual will also work collaboratively with other leaders from across the Ministry of Health and national health system stakeholders, as well as with other ministries and international partners. The successful individual will support the Ministry with the development and implementation of a capacity building roadmap for strengthening IS4H knowledge and implement training for IS4H key concepts and digital literacy. This contract is expected to be completed in a two-year period starting in September 2024.

Main responsibilities:

The main objective of this consultancy is delivery of end-user training and providing “at-elbow” support during implementation of digital health solutions (e.g., EMR, surveillance, telehealth). The Consultants will:

- Collaborate with the EMR, Surveillance and Telehealth Leads on the design and delivery of training programs
- Assess digital literacy and determine training needs of MoHW resources at MoHW facilities throughout The Bahamas
- Submit appropriate and effective assessment instruments (academic or otherwise) based on course content for approval
- Review the training material provided by the EMR, Surveillance and Telehealth software firms and determine the appropriate pedagogy strategies for teaching various demographics (public servants, youth, seniors, disabled, public officer, owners of SMEs etc.) to enhance the learning experience and outcomes.
- Develop training material to supplement the material provided by the EMR, Surveillance and Telehealth software firms to ensure full and effective use of digital health solutions by public and private sector stakeholders



- Schedule and deliver training sessions to staff at MoHW and private sector facilities throughout The Bahamas to support the rollout of digital health solutions
- Schedule and deliver training sessions to citizens and residents to ensure effective adoption and use of digital health solutions
- Collaborate with the Communication Specialist to ensure the appropriate level of visibility and awareness of the Training plan and activities
- Liaise with stakeholder groups to create Public/Private Partnerships
- Promote collaboration, partnerships, and relationships among public officers who will participate in the digital literacy programme
- Recommend policies and procedures to improve the course development and revision process
- Assist with building, publishing, maintaining, and archiving all courses in the learning management system (if MoHW or GoBh has one that can be used)
- Produce monthly reports on progress etc.
- Other duties as assigned

The successful candidate should have the following skills:

- **Education:** Bachelor's degree in Computer Science, Education, English, Health or related field. Master's degree or higher is preferred.
- **Experience:** Minimum of 5 years of experience as a Training Specialist. Experience working in Caribbean/Latin American Region is an advantage. At least 3 years' experience with Canvas LMS, Adobe Captivate, Articulate 360, iSpring, Flash, HTML/JavaScript, Survey Monkey, and/or other course authoring solutions. At least 3 years' experience in distance learning at the postsecondary, college/university level. At least 3 years' experience with multimedia and web design technologies, including video conferencing and/or webinar technologies. At least 3 years' experience with visual design skills and ability to storyboard by translating written content into visual descriptions using graphics, animations, and video scenarios. Proven experience in instructional course design for web and technology-mediated instruction and applying up-to-date, instructional technologies and emerging instructional design principles
- **Languages:** Advanced writing, communication, and presentation skills in English
- **Core and technical competencies:** Ability to assess needs, select appropriate instructional interventions, design and develop technology-mediated courses and course components (including the development of specific learning objectives), and evaluate course effectiveness. Project management skills, including use of appropriate tracking software. Excellent professional interpersonal skills. Ability to write audio scripts/video scripts. Results-driven, self-motivated, self-directed. Flexibility to adjust pre-agreed schedules. Ability to function well in a team-oriented work environment and on projects at various levels within organization. Valid Driver's License.

The Ministry of Health & Wellness now invites eligible Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Consultants will be selected under the Individual Consultant Selection (open Invitation) procedure in accordance with Section V of the Inter-American Development Bank Policies the Selection and Contracting of Consultants GN-2350-15 and is open to all eligible candidates as defined in the policies. Only Short-Listed Individuals will be contacted.

Further information can be obtained by e-mail: MOHWPEU@BAHAMAS.GOV.BS. Submit all CVs and qualification documents must be submitted Re: **Training Specialist Consultant** to E-mail: MOHWPEU@BAHAMAS.GOV.BS on or before 5:00 pm on **31 August 2024**.