

MINISTRY OF HEALTH
Public Institution “Coordination, Implementation and Monitoring Unit of the Health
System Projects”
Moldova - Modernization and Improvement of Rehabilitation Services Project
TERMS OF REFERENCES

Project Coordinator

1. Background

1.1 The Government of Republic of Moldova is implementing the Modernization and Improvement of Rehabilitation Services Project through the Ministry of Health, funded from the credit of the International Bank for Reconstruction and Development.

1.2 Ministry of Health, (MoH) is the central public authority entrusted to implement the project's which is a tool of the Ministry in performing its activities to develop, promote policies and directly implement the health system reforms.

1.3 The Minister delegated this function of implementation to the Public Institution “Coordination, Implementation and Monitoring Unit of the Health System Projects” (PI CIMU HSP) and its executive director.

1.4 The Project seeks to address Moldova's NCD burden and improve the provision of rehabilitation services in four ways. Firstly, the Project will strengthen emergency care to diagnose and promptly treat patients with acute healthcare needs, such as an AMI or stroke. Prompt treatment is critical to reducing the likelihood of severe and longer-term disability and entails strengthening hospital equipment and infrastructure. Secondly, the Project will strengthen restorative rehabilitation or service provision immediately following an acute episode. Restorative rehabilitation focuses on interventions that improve impairments or cognition to get maximal recovery of function. It can be delivered in hospital settings or in dedicated facilities. These first two areas will be the focus of Component 1. Thirdly, the Project will strengthen PHC services to provide integrated step-down care. This may include supportive rehabilitation, which increases a person's self-care ability and mobility. It also includes preventive rehabilitation to support patients shortly after a new diagnosis through the provision of education and interventions to prevent or slow the onset of further impairments. Fourthly, the Project will strengthen primary and secondary prevention in PHC settings to manage NCDs and reduce the likelihood of initial and recurrent acute episodes. The third and fourth types of services, the focus of Component 2, can be delivered in community settings. Their provision in these settings is important for positioning the health system on a path away from hospital-centric care that is expensive and unsustainable.

1.5 With the purpose to implement the Modernization and Improvement of Rehabilitation Services Project, the PI CIMU HSP - as Client intends to select a Project Coordinator within the Project Implementation Unit (PIU).

2. Objective of the Assignment

The overall objective of the consultancy is to provide day-to-day management support to the Client and MoH, and overall coordination of activities within the Project to ensure the implementation of the strategic objectives of the Moldova - Modernization and Improvement of Rehabilitation Services Project in compliance with the Loan Agreement between the Republic of Moldova and the International Bank for Reconstruction and Development (IBRD), the Pandemic Prevention, Preparedness and Response Trust Fund Grant Agreement between the Republic of Moldova and International Bank for Reconstruction and Development (IBRD), and the co-financing grant from the

Swiss Agency for Development and Cooperation, within the agreed time frame and in line with relevant national laws.

3. Timing and inputs

This is a full-time assignment expected to commence November 2025 and be completed by December 2029.

4. Scope of Services, Tasks and Expected Deliverables

To effectively implement project coordination activities, the Consultant will fulfil the following tasks:

- Provide operational management and coordination of the PIU consultants, ensuring effective coordination of project work plans, procurement activities, expenditures, and the overall budget to ensure the efficient use of funds and achievement of Project results;
- Coordinate the monitoring of Project indicators and ensure accurate and timely reporting;
- Jointly with involved managers, project component coordinators and Project consultants assure timely implementation of all project activities according to the Loan Agreement between the Republic of Moldova and the International Bank for Reconstruction and Development (IBRD), the Pandemic Prevention, Preparedness and Response Trust Fund Grant Agreement between the Republic of Moldova and International Bank for Reconstruction and Development (IBRD);
- Assist along with the Project consultants in management and coordination of project activities with all relevant bodies, including the Ministry of Health, health institutions, governmental, nongovernmental and international organizations, etc.;
- To assist to the prepare the draft terms of references and perform other activities as requested in the Project Implementation Plan and budget;
- To assist in preparing and submitting to the World Bank the required project reports, as mentioned in the Loan Agreement;
- To assist in preparing the Implementation Completion Report to be submitted to the World Bank, as required;
- To organise and prepare all the relevant documents for the meetings.
- Analyse the current status of Project implementation, prepare recommendations for further actions, and timely inform the PI CIMU HSP Executive Director and MoH about the risks, threats and concerns on Project activities and Project indicators.
- To coordinate the activity of the Consultants, suppliers, contractors, contracted within the Project.
- To yearly assist to the update the Project Operating Manual and Project Implementation Plan.
- Manage project staff, distribute the tasks and responsibilities among the project key personnel involved in Project implementation
- To work along with World Bank Project evaluations missions and assist in organisation of meetings with stakeholders.

5. The required qualifications:

The following requirements are set up for the Project Coordinator, who will be responsible for the above mentioned activities:

- University degree in Health or Law or other related field;
- At least 3 years of practical experience in public sector;

- At least 5 years of practical experience in project management, preferably in the health/social sector financed by the international organisations;
- Knowledge of the up-to-date policy of the health and social sector, the strategy and the principles of management would be an advantage;
- Demonstrated ability to work in teams, communicating with all team members and coaching more junior members of the team;
- Experience working with Bank-supported projects will be an added advantage.
- Information analysis and report writing skills;
- Proficiency in Romanian and English languages.

6. Reporting requirements and time schedule for deliverables

6.1 The Consultant will report to the executive director PI CIMU HSP.

6.2 The Consultant will prepare and submit to the PI CIMU HSP internal monthly reports and perform other activities as requested by PI CIMU HSP in accordance to the Financing between the Republic of Moldova and the International Bank for Reconstruction and Development (IBRD), the Pandemic Prevention, Preparedness and Response Trust Fund Grant Agreement between the Republic of Moldova and International Bank for Reconstruction and Development (IBRD), and the co-financing grant from the Swiss Agency for Development and Cooperation, within the agreed time frame and in line with relevant national laws.

7. Client's input and counterpart personnel

7.1 The PI CIMU HSP, provides the Consultant with an equipped working place in the office, computer and office equipment, communication facilities (including access to the Internet), consumables and stationery required to fulfil the contractual obligations.

7.2 The PI CIMU HSP will provide continuous support to the Consultant to carry out this assignment. The Consultant shall have the access to the required internal documents in the framework of effective legislation of Moldova.

8. Payments

8.1 Monthly basis on a rate agreed at contract negotiations.