

TERMS OF REFERENCE: THET DIGITAL TRANSFORMATION STRATEGY CONSULTANT

1. Introduction to THET

THET is a global health charity working in partnership with governments, health institutions, and international bodies to train health workers and strengthen health systems across 31 countries. We do this through grants management and capacity building, alongside research, convening and advocacy towards the goal of Universal Health Coverage. At the centre of our approach, is the model of Health Partnerships, long-term relationships between UK and LMIC health institutions, which improve health services through the reciprocal exchange of skills, knowledge, and experience. At the heart of our work is vision of a world where everyone has access to healthcare. Find out more at www.thet.org

This document serves as a Terms of Reference for the work the **THET DIGITAL TRANSFORMATION STRATEGY CONSULTANT** should expect to carry out.

2. Overview

Digital Transformation is a key enabler for THET to help advance access to health services in low-and-middle-income countries, via activities such as building online communities, online learning for health workforces in complex and humanitarian settings, e-health, amongst others. We want to transform our use of technology to achieve greater efficiencies and effectiveness, improve inclusivity and equity and reduce our carbon footprint.

Our Digital Transformation Strategy captures THET's efforts to transform our own programmes of work and the way we operate, and that of the Health Partnership community, to better incorporate and enable best practice in digital solutions.

This role will be crucial to leveraging Digital to maximise the strategic impact and success of THET's digital initiatives.

OBJECTIVE:

The Digital Transformation Strategy Consultant will lead the review of THET's Digital Transformation Strategy, ensuring it is fit-for-purpose in an evolving context and helps to position THET as an NGO at the fore of digital transformation. The consultant will work with teams from across the organisation, including the Senior Management Team, to ensure the strategy is relevant, supported and achievable.

ACTIVITIES

The Consultant is expected to be responsible for the following activities, although some changes may be made, in discussion with the Consultant.

- Lead a participatory strategic review of THET's Digital Transformation Strategy and plans.
- Work with a core oversight group, for the purposes of this review.
- Gather feedback from relevant stakeholders, including Health Partnerships as appropriate.
- Make recommendations for change in focus, and implementation, including required capacity (within agreed parameters).

DELIVERABLES:

The selected consultant will deliver:

- A Plan for THET's Digital Transformation Strategy Review
- An updated Digital Transformation Strategy, aligning THET's digital agenda with our strategic plan and organisational priorities, and with the priorities of the Health partnership community.
- An Action Plan for next steps of implementation.

SUPPORT FROM THET

Staff from across the organisation will input into the revision of the strategy. It is the role of the Consultant to project manage and coordinate these inputs. Strategic support can be provided by THET's External Digital Advisor, and this role will work closely with THET's Digital Transformation Support Consultant who will ensure the delivery of THET's digital initiatives.

3. Proposed timeframe

The Level of Effort estimated for this work is up to 20 days during the period 25th September – 11th November 2024.

4. Contractual Responsibilities

Reports to: THET Deputy CEO, based in the UK. The Consultant will be responsible for managing the workload and conducting the activities in a timely and efficient manner. The Consultant will have regular reporting points with the SMT and will be expected to keep key stakeholders informed on progress and key issues.

5. Budget and other assumptions:

- The total budget for this consultancy is GBP £10,000. However, the payment of this fee is contingent on the high-quality delivery of the Deliverables and includes budget for direct costs (including travel) which will be agreed in advance with your Line Manager.
- The Consultant will be expected to work remotely, but some face-to-face contact with key staff members (in London) would be desirable.

6. Knowledge Skills and Experience for the Consultancy

To successfully undertake this assignment, the Consultant should meet the following requirements:

Essential

- Demonstrable working experience of strategic planning for digital transformation
- Proven track record of leading digital transformation projects.

- A minimum of 5 years' experience in digital strategy and operations, using a range of tools and methodologies, preferably within the NGO sector.
- In-depth knowledge of digital transformation trends and technologies, as related to the non-profit sector.
- Understanding of the specific challenges and opportunities of digital transformation within an NGO context, such as resource constraints and the need for cost-effective solutions.
- A strategic thinker with the ability to see the big picture while managing the details of project implementation.
- Significant experience of team working – working collaboratively with colleagues from diverse backgrounds.
- Team player able to work independently and collaborate across the organisation to drive forward this area of work.
- Cultural sensitivity and the ability to work in diverse and multicultural environments.

7. How to apply

Candidates must submit their CV along with a cover letter of no more than two pages to jobs@thet.org by midnight on **Monday 16th September** with the subject line 'Digital Transformation Strategy Consultant'. Shortlisted candidates will be invited to a virtual interview week commencing **Monday 23rd September**.

The candidate must be based, and have the right to work, in the UK.

Annex 1 – Tropical Health and Education Trust (THET)

One billion people will never see a qualified health worker in their lives. For over thirty years, THET – www.thet.org - has been working to change this, training health workers to build a world where everyone has access to affordable and quality healthcare. We do this by leveraging the expertise and energy of the UK health community, supporting health partnerships between hospitals, colleges and clinics in the UK and those overseas.

From reducing maternal deaths in Uganda to improving the quality of hospital care for injured children in Myanmar, we work to strengthen local health systems and build a healthier future for all. In the past ten years alone, THET has reached over 100,000 health workers across 31 countries in Africa, the Middle East and Asia in partnership with over 130 UK institutions and UK health workers who have contributed over 60,000 days of their time as volunteers. Health partnerships have contributed to more effective and efficient health systems in low- and middle-income countries (LMICs).¹ They also benefit the UK health sector through improved health professional competencies, motivation, health service innovations and global influence.²

THET is a fund manager for health partnership grants programmes on behalf of UK government and corporations. Health partnerships are long-term, institutional relationships between health organisations in the UK and their counterparts in LMICs, and are based on ideas of co-development, reciprocal learning and mutual benefit. Staff from UK health institutions volunteer their time developing and carrying out health systems strengthening activities at their LMIC partner institution, be that training, curriculum development, leadership and governance, etc.

¹ Tripleline, HPI, *HPS Evaluation Synthesis Report*, 2016: http://iati.dfid.gov.uk/iati_documents/5641071.pdf

² THET, *In our mutual interest*, 2016: <http://www.thet.org/resource-library/in-our-mutual-interest>