



Project: Potenziamento dei Centri clinici per la diagnosi e cura delle malattie emorragiche congenite e delle emoglobinopatie in Palestina (HAEMO_PAL)” (AID 011719)

Donor: AICS

Location: Palestinian Territories

Employer: John Paul II Foundation

Contract Duration:

Starting Date: 15/06/2025

Deadline for Applications:

TERMS OF REFERENCE

Technical coordinator

About the project

The Haemo_Pal project includes, among other activities:

- a) the training of local professionals;
- b) technical support and capacity building aimed at the implementation of an Electronic Medical Record (EMR) system for the clinical management of these conditions and the establishment of a National Registry of Congenital Hematologic Diseases;
- c) participation in External Quality Assessment (EQA) programs for the coagulation laboratories of Palestinian Hematology Centers (HCs);
- d) the development of diagnostic and therapeutic protocols and care pathways for patients with hemophilia and other congenital hematologic conditions (CHDs);
- e) support for the implementation and formalization of a network of centers.

Position Summary

The Technical Coordinator will be responsible for managing all technical aspects of the project. This includes defining specifications for medical equipment and supplies, overseeing technical implementation, coordinating with partners, and ensuring alignment with national standards and project goals.

Main Responsibilities and Duties

The Technical Coordinator will perform the following key tasks:

- **Preparation of technical specifications and requirements** in coordination with the **Palestinian Ministry of Health (PMOH)** for the procurement of various **medical laboratory equipment**.
- Draft **technical specifications for laboratory kits, reagents, and pharmaceuticals**, based on requests from PMOH and in line with project objectives.
- Coordinate closely with the **Administrative and Logistics Coordinators** on **public tender procedures** for the procurement of approved medical kits, reagents, and drugs, ensuring compliance with applicable procurement guidelines (e.g., PRAG).
- Participate in **regular coordination meetings** with the administrative and logistic coordinators to support **monitoring, planning, and implementation** of project activities.

- Conduct **technical field visits to hospitals and laboratories** to assess the **installation, functionality, and proper use** of equipment, reagents, and pharmaceuticals procured through the project.
- Review **educational materials and information leaflets** intended for dissemination to ensure scientific accuracy and suitability for the target audience.
- Support **international expert missions**, particularly in organizing meetings, working groups, and conferences with local medical professionals and stakeholders.
- Participate in **regular virtual meetings** (e.g., Zoom) with Italian and other international technical counterparts for alignment and progress sharing.
- Draft and submit **quarterly technical progress reports**, highlighting achievements, challenges, and recommendations related to the technical components of the project.
- To work in coordination with the Scientific coordination of Haemo-PAL at CNS

Required Qualifications and Experience

- University degree in Medicine.
- At least **10 years of experience** in the field of medical sector, including experience with public authorities, Palestinian Ministry of Health.
- Experience in preparing **technical specifications** for medical equipment, reagents, and pharmaceuticals.
- Familiarity with **public procurement procedures**, especially those following **EU PRAG guidelines**, is highly desirable.
- Knowledge of the **Palestinian health system** and prior work with the MOH or similar institutions.
- Strong interpersonal and coordination skills; ability to work collaboratively in multicultural teams.
- Excellent communication skills in **English and Arabic** (written and spoken); Italian is an asset.

5. How to Apply

Interested candidates should send their **CV** in English to l.rossi@fondazionegiovannipaolo.org with the subject line: **Application – Technical Coordinator – [Your Name]**, by **28th of June 2025**.