Mauritius Institute of Health

Invitation for expression of interest for the provision of distance tutoring services on Population Issues

The Mauritius Institute of Health (MIH) is a Parastatal body under the aegis of the Ministry of Health and Wellness, responsible for Training and Research for Human Resource Development in the Health Sector. It has also developed its capacity in the provision of Distance Tutoring Services on Population Issues (DLPI) for UNFPA.

The MIH started training activities related to Sexual and Reproductive Health (SRH) in 1989. MIH has collaborated closely with UNFPA in strengthening the capacity of countries and institutions in sub-Saharan Africa in the area of SRH.

UNFPA is the United Nation Sexual and Reproductive Health agency, whose mission is to deliver a world where every pregnancy is wanted, every child birth is safe and every young person's potential is fulfilled.

More than 1250 health professionals for sub-Saharan Africa have received training at the MIH.

MIH holds a strong mandate for training in Reproductive Health with emphasis on Family Planning and Population Issues and since 2005 MIH has been providing tutorial services in English and French for Distance Learning Programme on Population Issues (DLPI).

These courses are:

1. Course 1: Sexual & Reproductive Health
2. Course 2: Responding to HIV/AIDS
3. Course 3: Gender Mainstreaming: Taking Action, Getting Started
4. Course 4: Advocacy, Action Change and Commitments
5. Course 5: Adolescent Sexual and Reproductive Health
6. Course 6: Reducing Maternal deaths: Selecting priorities, tracking progress
7. Course 7: Humanitarian Response
8. Course 8: Population, Poverty and Development

The present expression of interest is for prospective applicants who wish to be considered as potential tutors for 1 or more of the above-mentioned 8 DLPI courses.

For more information and details, applicants should consult the MIH website http://mih.govmu.org.

Deadline for submission of application: 29th January 2020 at 12.00 pm.

Interested candidates are invited to submit an expression of interest.
Eligibility criteria

Tutor Profile / Eligibility:

1. Candidates should hold an undergraduate and a post graduate degree in the:
   a. medical field or
   b. health field or
   c. social sciences
2. Fluency in written and spoken English and French.
3. Proven teaching experience and ability to work on an online platform.
4. At least 5 years experience in the subject area of tutoring.

Experience with United Nations organisations and / or experience in online teaching /learning will constitute an advantage.

Candidates must provide copies of original certificates and written evidence of experience claimed.

Description of DLPI Tutoring Services / responsibilities of potential tutors:

1. are expected to invest about 40 hours into tutoring one DLPI Term of 8 weeks duration;
2. will need to be familiar with the course content, the tutor will need to prepare his/her own contribution to the class, in addition to standard materials distributed by UNFPA;
3. will need to liaise with the course administrator on the class list participation, passing of assignments and all matters relating to the course;
4. should keep a close relationship with UNFPA subject matter experts in order to be informed about latest development in the course matter;
5. may be asked to advise on update of course materials, tutors will also be invited to make recommendations to the DLPI programme management to improve the DLPI programme;
6. will communicate with participants in their preferred language English or French via virtual platform and email; the tutor is also welcomed to use Skype for additional communication;
7. is expected to lead participants individually and as a group through the course. This includes:

   a. exploration of individual learning objectives
   b. answering course related questions
   c. coaching for individual progress
   d. selection of midterm and final exams
   e. coaching through the midterm and final exams
   f. individual feedback based on individual learning objectives

8. will need at the end of the course to liaise with the course administrator and give him/her relevant information concerning participation, assessment grading of the participants and of any challenges met during the course;

9. will be responsible for:
   Explaining to participants how the DLPI course works in moodle
   Maintenance of course plan
   Facilitation of group exercises
   Facilitation of discussion thread during the course
   Monitoring of opening chats
   Assistance to participants in using the virtual classroom features

Application form(s), duly filled in should be sent to the Executive Director, Mauritius Institute of Health, Powder Mill, Pamplemousses by 29 January 2020 at 12.00 p.m. Please attach full CV with your application form.

Envelopes should be clearly marked “Distance Tutoring Services on Population Issues” in the top left hand corner indicating the course number.

Note:

1. Candidates applying for more than one course must submit separate application for each course.

2. Expressions of Interest received after the stipulated date and time shall not be accepted under any circumstances. For further information please contact Mrs. I. Jugroop, Executive Assistant on 243 3698, 243 5559 or 243 5619.

3. The MIH reserves the right to accept or reject or annul the expression of interest exercise without thereby incurring any liability, whatsoever to any applicant.