

ACT-Accelerator Therapeutics Pillar COVID-19 Community Representation

Terms of Reference

The COVID-19 Community Representative will join the Civil Society & Communities Representatives (six in total) to advocate the viewpoints and needs of persons living with or have been infected with COVID-19 within the ACT-Accelerator Therapeutics pillar supported by a constituency of NGOs and Community organisations.

ACT-Accelerator (ACT-A)

The ACT-Accelerator (ACT-A) is designed to accelerate the development, production and equitable global access to safe, quality, effective, and affordable COVID-19 diagnostics, therapeutics and vaccines.

The overarching coordination for ACT-Accelerator is the Facilitation Group, which is supported by a small secretariat/coordination hub at WHO. The Facilitation Group is intended to oversee progress from the three main pillars:

- Vaccines (co-convenors: CEPI & Gavi)
- Therapeutics (co-convenors: Wellcome Trust & Unitaid)
- Diagnostics (co-convenors: FIND & Global Fund)

There is also a Health Systems & Crosscutting platform (convened by the World Bank).

Therapeutics Pillar

Within the therapeutics pillar there are 4 workstreams:

1. Rapid evidence assessment of candidates (identify priority compounds or repurposed medicines to test for efficacy against COVID-19, and coordinate clinical trials portfolio and scientific direction)
2. Market preparedness (facilitate market entry and supply at scale (incl. regulatory issues, intellectual property, manufacturing capacity, pricing)
3. Adequate deployment in all countries (ensure procurement, equitable distribution and delivery at scale and in all settings)
4. Costing/ financing (cross-cutting) (identify resource needs for successful delivery of partnership work including the preparation of investment cases)

Even if the weekly meetings of each workstream is discrete, there is overlap (or interrelatedness) across the workstreams which will require coordination by members of the therapeutics pillar, including civil society.

The COVID-19 Community Representative will join the civil society representatives in the Therapeutics Pillar and support the core activities of workstreams 1-3. It is expected that two civil society representatives will support each workstream with all representatives inputting into the costing/ financing workstream.

The COVID-19 Community Representative will join the civil society representatives in the Therapeutics Pillar and support the core activities of workstreams 1-3 and actively:

1. Seek input from their constituents (persons living with or have been infected with COVID-19 and their peer/support groups) on decisions, including through consultations and the constituency mailing lists
2. Provide feedback on their activities and positions taken to their constituents through teleconferences and the mailing list
3. Work together as a team to ensure that relevant information is shared across workstreams and to develop strategies that can be implemented collectively as the therapeutics pillar evolves.

Whilst the role of Community Representative is voluntary, a small support grant will be available.

The meetings for each workstream are expected to take place every 1-2 weeks through at least 2020.

Responsibilities of COVID-19 Community Representative and key performance indicators (KPIs)

- Participate in all workstream meetings and teleconferences. If unable to attend, ensure another civil society representative in the Therapeutics pillar attends on their behalf
- Work in collaboration with the civil society representatives within all three pillars, and the overarching coordination of the ACT-A
- Seek input from and report back to the broader constituency on key issues, predominantly through the constituency mailing list
- Follow up on key issues relating to the workstream between meetings, with support from the constituency
- Utilise opportunities for advocacy around issues of importance to the constituency, both within the workstream, and also more broadly in the ACT-A
- Advocate for the participation of civil society representatives in the design, implementation and evaluation of ACT-A policies, programs and governance;
- Participate in an performance evaluation process following the initial term of one year
- Commit to a high level of accountability, represented by regular communication with the constituency

Duration of term and cessation of appointment

The term of office for the COVID-19 Community Representative is one year (with the possibility of extending this role if necessary, to be reviewed as part of the performance evaluation process)

Cessation of Appointment

The appointment of the COVID-19 Community Representative will cease if:

- They resign;

- They no longer have links to their constituency of persons living with or have been infected with COVID-19 and their peer/support groups
- If a conflict of interest is declared and it is not possible to work around this;
- When their term is completed

Candidate profile and selection

The COVID-19 Community Representative will be selected through the following application process:

- A call for expressions of interest will be circulated widely through COVID-19 community mailing lists and social media channels
- A selection panel of 4 members will be formed. The Unitaid Communities Delegation Board members with assistance from the Liaison Officer and a representative of the Global Fund Communities Delegation will score the applications against the criteria below and invite the top applicants to interview.
- The selection panel will select the Civil Society & Communities Representatives following the interviews. The panel should try to reach their decision by consensus.

Essential criteria:

- A person living with or have been infected with COVID-19 and well-connected to COVID-19 peer or support groups
- Expertise in the core workstreams of the therapeutics pillar as outlined above
- Willingness to learn, and invest time in learning about issues raised within the therapeutics pillar
- Living in a Low- or Middle-Income Country
- Fluency in written and spoken English

Desirable criteria:

- Understanding of global health institutions, e.g. WHO, Unitaid, Global Fund, GAVI (at country or international level) and including issues of civil society and community engagement

Other criteria:

- The selection panel will take into account the geographic and gender diversity of the civil society representatives across the therapeutics pillar