

Terms of Reference

The Pathfinder Steering Group

The terms of reference were reviewed and elaborated during the 1st virtual meeting of the Pathfinder Steering Group (10/AUG/2020) and finalized during the 2nd virtual meeting (25/AUG/2020).

Objectives

General objectives: to take forward Workstream III of the Malaria Multisectoral Working Group (MSWG)

- to operationalize, try and document the ideas and concepts of the 2020-MSAFM document and the Pathfinder package from application in real-life settings
- Identify partners, tools, path-finder countries, and start rolling out in 10 to 15 countries covering different geographic, epidemiologic, and ecologic situations.

Specific objectives:

- PHASE ONE: to develop an actionable and fundable pathfinder project plan with two or three resource scenarios
- PHASE TWO: to steer the roll-out of the project plan over the following two to three years
- To report back progress on the project, including achievements and obstacles by participating countries to the full MSWG during its annual meetings

Membership, tasks, and roles

The Steering group consists of three to six members drawn from within the MSWG covering a diverse range of practical perspectives of applying the framework in real-life settings. The steering group members participate in their individual capacity. Members are appointed by the MSWG Co-chairs for one year at a time (renewable).

Tasks will broadly include:

- Review, propose, and provide inputs to approaches, tools and documents.
- Promote, explain, and advocate the multisectoral pathfinder concepts and approaches among colleagues, partners, actual and potential funders as well as malaria affected countries.
- Monitor, problem-solve, analyse, and extract learnings as the Pathfinding project plan is implemented.

The workload commitment during PHASE ONE is estimated as one to two workday-equivalents and during PHASE TWO as one workday-equivalent per two-months cycle, i.e., corresponding to about half a day per month (for the phases, please see above and separate timeline document).

Ways of working

The Steering group will work through email-consultations and will meet virtually at least once every two months. During certain periods, it is envisaged that the group will meet more frequently.

The Group will meet physically once per year in connection with the annual meeting of the MSWG. No other physical meetings of the full group are foreseen.

The Group will work through consensus while respecting and valuing diversity, i.e., there is likely no 'one-size-fits-all' solution.

The group will have quorum when the Secretariat (Fatima and Erik) plus at least half of the members are present. This will apply to virtual and physical meetings as well as to feedback on circulated documents. Unless agreed otherwise, the deadline to provide feedback is one full working week. The Secretariat may on a case-by-case basis decide to extend the deadline by a few days in order to obtain quorum.

Fatima and Erik will constitute the Secretariat: lead the work, ensure progress, and take forward the work between meetings and email consultations.

The work will be overseen by the MSWG leadership (Co-chairs and the Coordinator) who will also approve the project plan.