

Terms of Reference

REHABILITATION EXPERT (#2)

Organization: SOLETERRE ETS

Position: Rehabilitation Expert

Location: UKRAINE – Kyiv with frequent travel to project areas

Contract duration: 10 months

Reporting to: Project Manager

Supervises: N/A

Working closely with: Master Trainers, Centers of Excellence (Okhmatdyt and St. Nicholas), Rehabilitation Supervisors, Rehabilitation expert (#1), UNICEF, European technical partner institution (i.e., international pediatric hospital, academic center, or professional platform such as Physiopedia)

Application Deadline: January 10, 2026

Background and Functions:

Ukraine's paediatric rehabilitation system faces critical gaps due to the ongoing conflict: workforce shortages, uneven geographic coverage, limited equipment, and inconsistent implementation of multidisciplinary rehabilitation pathways. The project seeks to strengthen preparedness, quality, and continuity of paediatric rehabilitation services in 10 health facilities through capacity building, mentorship, data collection, caregiver engagement, and collaboration with national Centers of Excellence. The Rehabilitation Expert (#2) will be part of a project that represents the continuation of a previous action funded by UNICEF and inserted in a team that already includes a Rehabilitation Expert (#1). The project includes two Rehabilitation Experts with distinct but mutually reinforcing responsibilities.

The Rehabilitation Expert (#2) provides specialized technical guidance to strengthen paediatric rehabilitation services in Ukraine, with a primary focus on developing training content, technical module delivery, and strengthen the capacity of the Master trainers (TOT for the paediatric rehabilitation specialists) supporting Soleterre and partner facilities in implementing evidence-based rehabilitation practices, and structured caregiver involvement. In close cooperation with the Rehabilitation Expert (#1), the Project Manager, technical partner institutions, and Ukrainian Centre of Excellence, the Rehabilitation Expert (#2) contributes to designing and implementing evidence-based paediatric rehabilitation interventions. S/he is responsible for developing training frameworks and materials, supporting harmonization of clinical practices, and ensuring alignment of technical content with national and international standards. S/he directly supports consistent, high-quality rehabilitation care for children across the partner facilities, complementing the supervision and mentorship structures implemented by the technical rehabilitation counterpart. The role also involves coordinating with Ukrainian and international technical partners to ensure high-quality technical exchanges and capacity strengthening efforts.

Main tasks:

1. In collaboration with national MEAL Officer, conduct a structured assessment (data-collection and analysis component) of paediatric rehabilitation service before and after the escalation of the war across the ten health facilities.
2. Lead and support the co-design, delivery, and evaluation of specialized paediatric rehabilitation training for Master Trainers and from the Master Trainers to the paediatric rehabilitation specialists working in health facilities located in the conflict-based areas.

- a. **Co-design specialized training modules** (including training manuals, competency framework and related materials) with Centers of Excellence in Ukraine and in Europe European technical partner institutions (i.e., international pediatric hospital, academic center, or professional platform such as Physiopedia).
 - b. **Ensure all content aligns with Ukrainian standards**, WHO recommendations, and international best practices.
 - c. Deliver or **co-facilitate in-person ToT workshops** at Ukrainian Centers of Excellence. Supervise attendance and involvement of Master Trainers during the entire time.
 - d. Facilitate the implementation of trainings by Master Trainers of training modules developed during the previous phase of the project.
3. Support to equipment planning
 - a. Contribute to the development of rehabilitation equipment plans for facilities.
 - b. Participate in equipment-related training of paediatric rehabilitation specialists.
 - c. Ensure alignment between equipment procurement and technical capacity-building activities

General responsibilities:

- Coordinate with the Rehabilitation Expert (#1) ensuring all new training materials and technical modules align with the supervisory structure implemented.
- Support in the development of technical content and supporting material (e.g. booklets, OSCE/OSKY components) used during supervision and CoP activities, when required.
- Ensuring consistent messaging and standards across all training and supervisory components, maintaining close coordination with program and technical team.
- In coordination with Project Manager, monitor technical aspects and humanitarian needs, analysing difficulties faced during implementation in order to proactively provide the necessary solutions and achieve project results;
- Ensure constant and profitable strategic coordination with the various actors of the project (European CoE and Ukrainian hospital departments, health managers, medical-health staff, project staff), ensuring a constant and productive communication flow;
- Participate, together with the Project Manager, in meetings and moments of exchange of information with agencies, public institutions and donors in the areas of interest of the project;
- Participate in the Rehab Technical Working Group;
- Lead the implementation of lessons learnt sharing moments;
- Develop position papers on Soleterre's interventions in the field of paediatric physical rehabilitation in line with culture and context;
- Contribute to the preparation of complete and accurate quarterly, interim (annual) and final reports according to donor requirements. If necessary, create additional periodic reports that can be used both internally and externally;
- Report any problem conditions detected on the ground to the Head of Mission, either through regular reports or update meetings;
- Represent SOLETERRE towards local health authorities and ensure a constant presence and active participation in health coordination forums (cluster meetings, other technical coordination meetings) and maintain regular contacts with other counterparts of the mission (NGOs, local

organizations, donors, authorities) in order to broaden the analysis of the medical-health situation in the country, strengthening the impact of humanitarian intervention.

Prerequisite:

- Advanced degree in Physical & Rehabilitation Medicine, Physical therapy, Occupational Therapy, or related field.
- Minimum 7–10 years of professional experience in pediatric rehabilitation.
- Proven experience in capacity building, ToT, technical training delivery and curriculum development.
- Experience working in humanitarian or conflict-affected contexts.
- Strong understanding of multidisciplinary rehabilitation and WHO rehabilitation standards.
- Experience with caregiver involvement and family-centered care models.
- Excellent analytical, observation, in-depth analysis, and document processing skills.
- Excellent interpersonal and negotiation skills with local authorities.
- Proactive attitude, capacity of working both individually and as part of a team in a multicultural environment and creating a supportive working relationship among all project teams.
- Excellent organizational, supervisory, and coordination skills;
- High confidentiality, respect, integrity, and non-discriminatory attitude
- Adherence with the values of Soleterre.
- Fluent in English (spoken and written). Knowledge of Ukrainian or Russian is a strong asset.

Desirable:

- Familiarity with Ukrainian or Eastern European health and rehabilitation systems.
- Experience collaborating with Centers of Excellence or academic institutions.
- Knowledge of e-learning tools.
- Familiarity with UNICEF or WHO guidelines.

Contract Conditions

- Fixed-term contract
- Accommodation, health insurance, and R&R provided during assignment
- Salary commensurate with experience and profile

How to Apply:

Send your CV and cover letter to risorseumane@soleterre.org, specifying **REHAB_UNI_UKR-26** in the subject line by **January 10, 2026**.

Applications will be reviewed on a rolling basis until the position is filled.

Only pre-selected candidates will be contacted for interviews.

The selection process respects the principle of equal opportunities (Law 903/77).