



JOB DESCRIPTION

1	IDENTIFICATION	
1.1	JOB TITLE	Programme Manager, STH/SCH
1.2	JOB GROUP/GRADE	C5
1.3	REPORTING TO	Programme Director
1.4	DIRECTORATE/UNIT	WASH & NTDS
1.5	DURATION	One year (renewable subject to availability of funds)
1.6	PHYSICAL LOCATION	Nairobi

Amref Health Africa is the largest international health development organisation based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa's vision is for lasting health change in Africa and is committed to improving the health of people in Africa by partnering with and empowering communities, and strengthening health systems. For more on Amref Health Africa please visit www.amref.org

Background

Background Amref Health Africa in Kenya with the funding from the End Fund will be implementing the schistosomiasis and soil transmitted helminths elimination project in Vihiga, Bungoma, Kakamega and Transnzoia counties. This project contributes to the goals of breaking the transmission strategy which is to safely stop Mass Drug Administration (MDA) as a result of reduced prevalence and intensity by 2023.

Main Purpose of Job

The Programme Manager, will drive and implement high Neglected Tropical diseases (NTD) programming through the provision of technical guidance and capacity building of staff and implementing providers; build strategic partnerships with stakeholders in the NTD sector, including donors. This leadership should be evident through: the growth and/or development of respective technical programme, projects performance, quality, and continued responsiveness to Amref, national and international priorities.

Scope of Job - Personnel

Personnel Reporting to the Job Holder
1. Project Officers (5)
2. Project Assistant – Administration
3. M&E Officer
4. Project Driver (2)

Principal Responsibilities

Key Area	Activities
Strategic Programme Planning and Development	- Participate in strategic planning processes to successfully drive the direction and delivery of cost-effective services and ensure objectives are met in line with national policies and national breaking transmission strategy (BTS) goals - In collaboration with key stakeholders, lead the development of country level action and implementation plans to scale up soil transmitted helminths/schistosomiasis (STH/SCH) management, integrated mass drug administration, WASH & BCC Initiatives and support other 3 Preventive chemotherapy (PC) NTDs. - Provide leadership and guidance in the mapping of NTDs in Tanzania to ensure that prevalence trends are effectively tracked and the data collected is used to develop integrated/co-implemented NTD programmes. - Provide remote and in-country assistance to programme to ensure program activities, reporting, and budgets are technically and operationally sound.

Key Area	Activities
	- Advise WASH/NTD Programme on best practices for implementation of NTD program activities, including specialized evaluations to measure the impact of program activities on various indicators. - Actively contributing to the development, regular revision, monitoring and evaluation of Amref overall NTD strategy.
Country Programme Management	- Provide effective management, coordination and technical advice to support the WASH & NTD programme to deliver NTD targets through quality service delivery. - Support county teams to establish and maintain effective relationships with the Ministry of Health, Ministry of Education and county governments and other partners in order to advance sustainable national plans and integrate them into the existing public health delivery systems. - Identify, develop and evaluate new approaches and tools, to support national scale-up of STH/SCH management and mass drug administrations. - Collaborate with the team to develop and maintain relationships with donors, consortium partners, internal staff, and consultants to provide quick and accurate program and financial information as needed. - Ensure the progress of all reports for assigned portfolio is accurately tracked to ensure timely submission of high-quality reports to donors. - Prepare and/or finalize budget narratives for annual program budgets and proposals. Monitor expenditures and forecasts on a monthly basis. - Manage direct report staff and provide clear direction to team members.
Monitoring and Evaluation	- Lead on supporting country and county teams in developing a system for monitoring and evaluating NTD programme performance. - Develop data quality assessment tools for various NTD program activities. - Lead in the preparation of work plans, budgets, M&E plans and performance frameworks for the project - Preparation of technical monthly, quarterly, annual and ad hoc reports relating to the project as per donor requirements as well as for internal purposes. - Lead in operations research, document and share results for advocacy in order to influence relevant policies and practices. - Provide leadership in the documentation of best practice models in the Project, working with relevant departments within Amref. - Lead the project staff to document and disseminate best practices and lessons learnt - Liaise with the M&E and communications team to increase visibility of the project and WASH & NTD as a whole.
Advocacy and Strategic Alliances	- Build and maintain meaningful working relationships with a variety of partners and other stakeholders at National and County level in order to strengthen opportunities for advocacy and higher visibility. - Develop relationships with other partners to support funding and delivery of services, including NGOs in the WASH sector - Represent Amref at appropriate national/regional/global forums. - Ensure NTD programme information flow is maintained across National, County and other key partners. - Establish and maintain partnerships and networking with relevant stakeholders including but not limited to donors, relevant Government Ministries and NGOs.
Partnerships and Business	Provide assistance in identifying possible funding sources to support programme delivery and work with other colleagues and partners to

Key Area	Activities
Development	secure those funds. • Work with Business development unit for new NTD project design and donor engagements • Explore in-country networks and consortia to enhance WASH & NTD capacity for program delivery and expand funding base • Participate in the development of new concepts and proposals for fundraising. • Participate in the development and implementation of fundraising strategies to grow the WASH & NTD programmatic and financial portfolio. • Maintain ongoing communication with potential partners and other key stakeholders to identify and pursue growth opportunities
Research	• Provide direction and support to assist country research teams and help them to identify operational research opportunities to improve the efficiency and effectiveness of NTD elimination efforts. • Assist project teams and MoH in disseminating information on NTD activities, studies, research and lessons learned at County, national and international level. • Work in close collaboration with Amref research unit to ensure that projects conduct research for international peer reviewed publication. • Work with global research team to optimize the research finding in place, carry out new research and enhance publication of findings internally and globally.

Required qualifications and Experience

- Minimum of Medical/Health degree and a Master's Degree in public health or a related field.
- **8** years relevant work experience in Public Health management; **5+** years should be dedicated to provision of program and management backstopping to donor-funded public health projects.
- Knowledge of strategic planning, administrative, and financial management systems.
- Knowledgeable about current implementation science and state-of-the-art delivery approaches.
- Prior experience with NTDs is an added advantage.
- Proven management experience in supervision of staff in cross functional teams.
- Fluency in English language required.
- Exceptional verbal and written communications skills and the ability to interact effectively with others, both internally and externally.
- Excellent time management skills, with the ability to perform multiple tasks and meet critical deadlines while maintaining accuracy and quality.

How to apply

Interested? Please visit our website www.amref.org to view the full Job description. You will be directed to our online portal where you will need to create an account successfully in order for you to be able to submit your application. Please note that you will receive an email confirmation for creation of account and an acknowledgment email upon submitting your application. **Deadline for submission: open till filled**. Please note that only shortlisted candidates will be contacted.

Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of the recruitment and selection process and have not retained any agent in connection with recruitment.

Amref Health Africa is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy