



## JOB DESCRIPTION

IDENTIFICATION	
JOB TITLE	Advocacy Manager
REPORTING TO	Programme Manager
DEPARTMENT/UNIT	Programmes
DURATION OF CONTRACT	2 years (Renewable)
DUTY STATION	Multiple locations considered, where Amref has presence

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organization, currently implementing more than 120 programs, directly reaching more than 12 million people across 35 African countries. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa and an additional eleven advocacy and fundraising offices in Europe and North America. In the spirit of Ubuntu, partnership and networking are key elements of our approach. Amref has a staff complement of over 1,500.

Amref Health Africa is driven by its vision of *'Lasting health change in Africa'* and its mission *'To increase sustainable health access to communities in Africa through solutions in human resources for health, health service delivery, and investments in health'*.

### 1. GAVI CSO HOSTING ARRANGEMENT

Amref Health Africa is the new host of the Gavi Civil Society Organization (CSO) Hosting Arrangement. In this role, Amref Health Africa will work with a wide array of local, national to international civil society organizations (the Gavi CSO constituency) by providing coordination, strategic advisory services, constituency governance systems and process management, communications and administrative services, including advocacy, networking and knowledge management. This is aimed at supporting Gavi to attain the global immunization Agenda 2030, Gavi's Strategy for the 2021-2025 and COVAX.

### 2. JOB PURPOSE

The Advocacy Manager will report directly to the Programme Manager and lead the CSOs engagement, capacity building, technical oversight of activities related to the attainment of Gavi's Strategy for the 2021-2025 period, the Global Immunization Agenda 2030 and COVAX.

### 3. PRIMARY RESPONSIBILITIES

- Coordinate policy engagement, communications, and capacity-strengthening activities promoted by the Gavi Secretariat in collaboration with the Gavi CSO Steering Committee.
- Establish and nurture partnerships with relevant stakeholders including CSOs, governments and the private sector while initiating other useful ones.
- Work closely with the project team and lead in planning, implementing, and managing the advocacy and policy engagement activities within budgetary guidelines and donor compliance requirements.

- Work closely with the Gavi CSO Steering Committee (CS) and the Gavi Secretariat to develop knowledge translation products such as evidence briefs, policy briefs, fact sheets, and others for CSOS.
- Provide advocacy support for initiatives the SC focuses on such as the Calls to Action, advocacy letters, among other.
- Organize and lead policy engagement forums at national, regional and global levels in liaison with research teams to disseminate research findings and promote the use of evidence in policy engagement.
- Attend and ensure appropriate and balanced representation of CSO voices in key regional and global meetings identified by the Gavi CSO Steering Committee and the Gavi secretariat as part of Gavi CSO delegation, by taking minutes and providing written reports to wider CSO Constituency on key outcomes.
- Coordinate attendance of Gavi task teams and working groups meetings and teleconferences in consultation with the Programme Manager in order to ensure that the SC is well informed on key policy and governance developments for the latter to make informed decisions.
- Responsible for coordinating all of the COVAX CS work, liaising with the ACTA CS platform and coordination with the Constituency in liaison with Programme Manager.
- Developing and implementing robust and impactful advocacy and policy engagement strategies.
- Work closely with the core team in ensuring compliance with donor requirements such as keeping track of outputs and outcomes for advocacy and policy engagement, writing annual progress reports and updates to Gavi.

## **REQUIRED QUALIFICATIONS**

### **4. Education and Professional Qualifications**

- Master's degree or higher in Public Health, Social Sciences, International Development, or a closely related field.

### **5. Required Qualifications and Experience**

- Minimum of seven (7) years of relevant experience in advocacy, behavior change communication or immunization and vaccinations.
- Stakeholder engagement experience and demonstrable results of using evidence to influencing policy, knowledge, attitudes, behaviors and perceptions.
- Proven ability in managing and fostering relations with stakeholders ranging from communities to government level.
- Familiarity with Gavi policies, procedures, strategies and work.

### **6. Knowledge, Skills and Abilities**

- Demonstrated ability to cultivate relationships and collaborate with a variety of stakeholders such as civil society, private sector, government ministries and officials, donors, community-based institutions.
- Ability to provide leadership, communicate effectively, and promote a team approach to enhance staff commitment to the program's success.
- Language skills: Excellent spoken and written English; Proficiency in French is an added advantage.
- Strong interpersonal skills.

### **How to apply**

Interested? Please visit our website <https://amref.org/vacancies/> to make your application. You will be directed to our online portal where you will need to create an account in order for you to be able to submit your application. Your application should include a cover letter detailing why you are the best fit for this position and your CV with relevant skills and experience. Closing date will be **February 08, 2022**. 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 has 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.*