



## JOB DESCRIPTION

IDENTIFICATION	
JOB TITLE	Regional Project Officer (Eastern Africa)
REPORTING TO	Regional Programme Manager, GHS
DIRECTORATE	Programmes
DEPARTMENT/UNIT	Global Health Security (GHS)
PROGRAMME	Saving Lives and Livelihoods Initiative
DURATION	Two Years (Renewable)
DUTY STATION	East Africa

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organisation, currently implementing more than 150 programs which directly reach more than 20 million people across 35 countries in Africa. Headquartered in Nairobi, Kenya, Amref has fully-fledged offices in Ethiopia, Guinea, Ivory Coast, Kenya, Malawi, Tanzania, Uganda, Senegal, South Sudan, and Zambia; eleven advocacy and fundraising offices in Europe and North America; and a staff complement of over 1,500.

Our vision is to bring about *'Lasting health change in Africa'*, and our mission is *'To increase sustainable health access to communities in Africa through solutions in human resources for health, health service delivery, and investments in health'*. We believe that the power to transform Africa's health lies within its communities, and therefore strive to ensure that health systems are not only functional but that communities are empowered to hold these systems accountable for the delivery of quality and affordable health care.

### ABOUT GLOBAL HEALTH SECURITY UNIT

Global Health Security seeks to build strong and resilient public health systems to prevent, detect, and respond to infectious disease threats wherever they occur. The objective of the Unit is to strengthen health systems' capacity in reducing vulnerabilities to emerging and re-emerging disease threats for communities in sub-Saharan Africa. The Unit's functions complement efforts of regional partners such as the Africa Centres for Disease Control and Prevention (Africa CDC), national players through the Ministries of Health and other strategic partners.

### ABOUT SAVING LIVES AND LIVELIHOODS INITIATIVE

The Saving Lives and Livelihoods initiative is a three-year, US \$1.5 billion partnership between the Mastercard Foundation and the Africa Centres for Disease Control and Prevention (Africa CDC) designed to save the lives and livelihoods of millions of people in Africa and hasten the economic recovery of the continent in the wake of the COVID-19 pandemic. The Saving Lives and Livelihoods initiative is acquiring vaccines for more than 65 million people, supporting the delivery of vaccinations to millions more across the continent, laying the groundwork for vaccine manufacturing in Africa by focusing focus on human capital development, and strengthening the capacity of Africa CDC. For more information on the Saving Lives and Livelihoods initiative, please visit:

<https://mastercardfdn.org/faq-saving-lives-and-livelihoods/>

## JOB SUMMARY

The Regional Project Officer will provide planning, coordination and technical support to countries implementing SLL in the Eastern Africa hub for quality execution of project activities as per Ministry of Health COVID-19 vaccination priorities and monitor the achievement of project deliverables as per the overall Project's objectives. The role will be based in East Africa.

## Job Responsibilities

KEY AREA	ACTIVITIES
<b>Program Planning and Implementation Oversight (40%)</b>	<ul style="list-style-type: none"><li>• Support the development and implementation of Countries' SLL implementation plans.</li><li>• Ensure that the Countries' implementation plans are closely monitored and reviewed periodically.</li><li>• Ensure quality implementation and performance of all projects.</li><li>• Work closely with the Regional Programme Managers and Country Managers for follow through of recommendations made during weekly review sessions.</li><li>• Provide technical input in the growth of the GHS program portfolio and overall management of health initiatives in the Unit.</li></ul>
<b>Technical Program Support (30%)</b>	<ul style="list-style-type: none"><li>• Provide technical support to country teams in development and review of project documents such as budgets, workplans and M&amp;E plans.</li><li>• Provide technical support to strengthen the capacity of country teams to align with MOH priorities and enhance COVID-19 vaccine deployment in the respective countries.</li><li>• Support development of technical briefs for GHS Unit.</li><li>• Identify promising practices and models for follow through and incubation.</li></ul>
<b>Monitoring, Evaluation, Reporting (20%)</b>	<ul style="list-style-type: none"><li>• Organise and Lead periodic program review meetings (Monthly, Quarterly and Annual Program Review meetings).</li><li>• Participate in weekly review sessions with the countries and flag any issues that need management attention in a timely manner.</li><li>• Work closely with the GHS M&amp;E team for timely compilation of technical reports on a weekly, monthly, quarterly, biannual, annual basis observing donor-specific deadlines and requirements in compliance with relevant Amref policies and regulations.</li></ul>
<b>Knowledge Management and Learning (10%)</b>	<ul style="list-style-type: none"><li>• Leading research work including documentation, dissemination and publications of project innovations and impact stories.</li><li>• Convene periodic cross learning platforms and forums for the SLL program.</li></ul>

## REQUIRED QUALIFICATIONS

### Education and Knowledge

- Bachelor's degree in Public Health or related field.
- Master's Degree is an added advantage.

### Required Qualifications and Experience

- Eight (8) years relevant work experience in management of national/regional health programs.

- Solid experience leading diverse teams and preferably regional teams. Demonstrated experience of contributing to national/international public health emergency discourse to influence public health programming.
- Experience and strong reputation working with or liaising with Ministries of Health would be an advantage.
- Demonstrated leadership showing strategic thinking in design and execution of projects, including steering work planning, managing and mentoring colleagues, and overseeing compliant and cost-effective use of resources to deliver on objectives.

### **Knowledge, Skills and Abilities**

- Knowledge of current issues in UHC, Public Health emergencies and GHS.
- Project management skills.
- Strong skills in process facilitation and stakeholder management across diverse groups, including government and development partners.
- Strong interpersonal skills and experience working with cross-cultural teams.
- Fluency in English, including excellent written and verbal communication skills.
- Report writing and presentation 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 **August 12, 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 have not retained any agent in connection with recruitment. Although Amref may use different job boards from time to time to further spread its reach for applicants, all open vacancies are published on our website under the Vacancies page and on our official social media pages. Kindly also note that official emails from Amref Health Africa will arrive from an [@amref.org](mailto:@amref.org) address.*

*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.*