



## JOB DESCRIPTION

1. IDENTIFICATION	
1.1	<b>Job Title</b> National Advocacy Coordinator – Y-ACT, Youth in Action
1.2	<b>Directorate/Unit</b> Y-ACT, Youth in Action Programs Unit
1.3	<b>Physical Location</b> Lusaka, Zambia
1.4	<b>Qualified Zambian youth (18 – 31 years) are encouraged to apply.</b>

## 2. BACKGROUND

[Y-ACT, Youth in Action](#) is a multi-country youth-led initiative established in 2017 at Amref Health Africa. With current presence in over 21 countries in Africa, Y-ACT mentors, supports, and increases the capacity of youth advocates and youth-led organizations to influence youth health policy and resource priorities. Y-ACT believes that Africa’s youth have a huge opportunity to shift policy landscapes to address challenges that the youth face and subsequently achieve their full potential. Y-ACT’s network comprises youth-led organizations in 21 countries. Since inception Y-ACT has been funded at a total of US \$11.5M from various partners, contributing to movement building, youth advocacy and capacity strengthening of youth-led organizations in the region.

## 3. JOB PURPOSE

The National Advocacy Coordinator will lead policy advocacy work-planning, strategy development, and implementation by the partners (youth-led grassroots organizations) and lead policy advocacy, monitoring, evaluation, and learning capacity strengthening, formation of the coalition, spearhead Meaningful Youth Engagement (MYE), and oversee relationships with Government agencies and partners at the country level.

## 4. RESPONSIBILITY

KEY AREA	Activity
<b>Policy advocacy, MEL and technical support</b>	<ul style="list-style-type: none"> <li>• Provide facilitation support and mentorship to youth led organizations at country level in developing effective advocacy strategies and pursuing common advocacy goals and priorities</li> <li>• Lead in the establishment of National coalitions, developing selection criteria and TORs and support the youth-led organizations to implement common advocacy priorities on tobacco control</li> <li>• Support youth led organizations in drafting policy briefs and policy submissions related to their advocacy strategies</li> <li>• Support youth led organizations and coalitions to develop policy advocacy capacity strengthening plan</li> <li>• Organize and facilitate trainings on advocacy and MEL to youth led organizations and coalition</li> <li>• Support youth-led organizations in the development of the advocacy MEL framework for outcome harvesting of advocacy wins</li> </ul>

<b>Country and community partnerships</b>	<ul style="list-style-type: none"> <li>• Serve as the primary liaison with youth advocacy and policymaker partners at the national level in Zambia</li> <li>• Ensure communications with and among partners on project activities at country level</li> <li>• Manage and ensure timely delivery of contracted activities by partners (youth-led organizations)</li> </ul>
<b>Partners engagement and project coordination</b>	<ul style="list-style-type: none"> <li>• Serve as a connector and facilitator of partner engagement with policymakers at the country level</li> <li>• Seek ways to educate and engage policymakers in youth-led advocacy engagement efforts</li> <li>• Organize and facilitate coalition monthly progress meeting</li> <li>• Support in coordination of baseline, midline and end line assessments and analyze share the results with the partners and other stakeholders</li> </ul>
<b>Administration and reporting</b>	<ul style="list-style-type: none"> <li>• Offer finance and administration oversight to project work at country level and with country youth-led organizations</li> <li>• Develop timely and accurate reports of field and country activities</li> <li>• Support the youth-led organizations to prepare and submit high-quality financial and programmatic reports on time</li> </ul>

## 5 DESIRED QUALIFICATIONS

### 5.1 Education

- A Degree in Community Development, Public Policy or related Social Sciences.

### 5.2 Experience

- At least 3 years of experience working with and building capacity of grassroots organizations in advocacy strategy development in Zambia.
- At least 3 years of experience in youth engagement.
- Experience working with youth initiatives/programmes in advocacy
- Adaptable to dynamic working environment

### 5.3 Skills

- Excellent written and verbal communication skills
- Be hands-on on both managerial and operational tasks
- Ability to prioritize and multi-task
- Ability to exercise confidentiality, tact and discretion when dealing with diverse groups of people
- Strategic planning
- Project management
- High degree of diplomacy
- Public relations skills

### 5.4 Competences

- Passionate about youth in all their diversity.
- Strong and passionate commitment to advocacy capacity strengthening in the Africa region with a specific focus on youth.
- Collaborative process management, coordination, planning and oversight
- Ability to work and report to multiple partners.
- Decision making skills and problem solving
- Adaptive leadership
- Understanding of political contexts internally and externally.
- Tactical and strategic abilities.

## 6 Work Environment

- An office space in Amref Health Africa in Zambia
- Ability to travel at least 30% time.

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### 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 09, 2023**. 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 address.*

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