



## JOB DESCRIPTION

IDENTIFICATION	
Job Title	Project Manager – Learning for Life Programme
Reporting to	Regional Head of Programmes
Directorate	Senegal Country Office
Duration of Contract	One year, renewable
Duty Station	Dakar, Senegal

### 1. ABOUT AMREF HEALTH AFRICA

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 180 programmes, reaching more than 40 million people across 35 African countries; and a staff complement of over 2,000. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa – Burkina Faso, Ethiopia, Guinea (Conakry), Kenya, Malawi, Senegal, South Sudan, Tanzania, Uganda and Zambia. An additional eleven advocacy and fundraising offices are located in Europe and North America.

Amref Health Africa is driven by its vision of *'Lasting health change in Africa'* and its mission *'To catalyse and drive community-led and people-centred health systems while addressing social determinants of 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.

### 2. ABOUT THE ROLE

Many policies and institutions are in place to facilitate health workforce management in the health sector in Senegal. However, the shortage of health personnel remains a problem, particularly in rural areas. The skilled labour density is less than one doctor, one nurse and one midwife per 1,000 inhabitants (0.1 and 0.3 respectively) and the average Community Health Worker (CHW) density is 10.99 per 100 000 inhabitants. As a result, Senegal's health system suffers from widespread vacancy rates of health professionals and poor quality health services. Investments in training health workers are consistently low and there is a gross mismatch with the disease burden and the needs of the population. Contributing factors include poor compliance with, and enforcement of, professional training, licensing and practice standards. Senegal has five medical training establishments, three health-training establishments and 55 nursing and midwifery training establishments.

To address these challenges and accelerate current progress in Universal Health Coverage (UHC), Amref is implementing a four-year multi-country programme (Kenya, Senegal and Zambia) with the ultimate aim of contributing to the creation of increased and sustainable employment in Primary Health Care (PHC) sectors across Africa.

With this context in mind, Amref Health Africa seeks a dynamic and motivated Project Manager to lead the *Learning for Life (L4L): Building a Resilient and Responsive Health Workforce in Africa* programme. S/he will manage and provide technical guidance to the implementation of the programme and capacity building to staff under the project in Senegal. The Project Manager is also expected to build strategic partnerships with stakeholders in the health sector, including donors and the Ministry of Health. S/he will be responsible for programme performance and ensure that stakeholders expectations are met.

### 3. ABOUT YOU

You are a people person who understands the importance and power of building strong relationships to drive a common and ambitious goal. You inspire teams and partners towards a common mission and goal, driving them

to deliver impactful results.

You are strategic and innovative and can connect the dots and communicate clearly with diverse audiences. You are a problem solver, looking at each challenge as an opportunity to find innovation in the way you do things. You are highly organised and have excellent attention to detail. You are committed to achieving stellar results and success and can delegate responsibility to an empowered team. However, you are not afraid to get your hands dirty and get involved when needed.

Stakeholder and partner engagement and management are skill sets that you pride yourself in. You thrive under pressure, can prioritise, are resilient, and have a high level of EQ. You are a great communicator and a leader that can inspire your team. You are confident and can communicate directions and solutions clearly to both technical and non-technical staff. You're a team player who's pragmatic, driven, and passionate about delivering sustainable impact!

#### **4. PRINCIPAL RESPONSIBILITIES:**

##### **Project Management**

- Develop annual plans and budgets in line with the programme proposal and deliverables
- Ensure project plans and deliverables are completed in line with the project documents.
- Supervise and coordinate research, training and capacity building interventions;
- Ensure timely development and submission of quality programme updates and donor reports in collaboration with M&E and Finance department in line with partner and donor requirements
- Lead project review meetings, project monitoring and evaluation, reporting and documentation including documentation of best practices and development of knowledge products.
- Ensure quality and timeliness of communication and reporting to the overall coordination team, including meeting contractual obligations on time;
- Ensure the proper implementation of Amref Health Africa operational policies, standards and procedures by all staff and stakeholders involved in the implementation of the programme;
- Actively participate in programme's governance structures, including the Programme Implementation Team (PIT), ensuring provision of relevant data for decision making.
- Be proactive in managing programme developments, risk identification, mitigation and course correction for optimal programme implementation;
- Drive the Amref staff culture initiatives to enhance collaboration across the organization;

##### **Monitoring, Evaluation, Research and Learning**

- Work closely with the Monitoring, Evaluation, Research and Learning (MERLA) Specialist, to translate evidence into knowledge that influences programme adaptation, learning programme and practice;
- Work closely with the MERLA specialist in the development of the MERLA framework and supporting plans
- Ensure project documents and interventions align with local, national, regional guidelines;
- Working closely with the MERLA specialist, lead the documentation of programme successes, case studies and good practices;
- Oversee the appropriate dissemination of programmatic approaches and good programme practices in Senegal;
- Generally, assist with routine and ad hoc monitoring and evaluation of activities at the community level if necessary;

##### **Partnerships and Representation**

- Represent the organization externally i.e. MoH, stakeholders and other partners.
- Coordinate and supervise the relationship and collaboration with the programme team at the national and international level;
- Ensure timely feedback to the local team in Senegal and partners to ensure their full ownership of the process and their meaningful contributions;

- Ensure liaison between the programme and the main technical and financial partners as well as stakeholders from civil society, media and institutions:
  - Act as spokesperson for the programme with these partners and stakeholders, and any other relevant internal or external actor, in accordance with the programme's communication and advocacy strategy;
  - Monitor the political and social environment of the programme and keep the Amref Senior Management Team informed of key developments that could impact the programme;
- Promote synergies between the Learning for Life programme and other Amref Health Africa programmes and improve the profile of the organisation:
- Leverage the programme's internal capitalization process to disseminate recommendations and guidance that will improve Amref Health Africa's health programme portfolio;
- Facilitate the establishment of links with other relevant national or international initiatives linked to the programme's areas of intervention, while encouraging synergies and avoiding overlaps.

## 5. REQUIREMENTS AND QUALIFICATIONS

### Education and Knowledge

- Bachelor's degree in Public Health or related field.
- Master's degree is an added advantage.
- Knowledge of strategic planning and continuing education in health for health workforce.
- Knowledgeable of current implementation approaches such as integrated People Centred health systems.

### Required Qualifications and Experience

- 5-8 years' relevant work experience in managing health related programmes or projects.
- Experience and strong reputation working with or liaising with government institutions and multilateral organizations and institutions would be an advantage.
- Ability to design and execute projects, including steering work planning.
- Cost-effective and efficiency management of resources to deliver on objectives.
- Demonstrated leadership demonstrating strategic thinking in project design and execution, including driving work planning, managing and mentoring colleagues, and overseeing the compliant and cost-effective use of resources to achieve goals.

### Skills and Abilities

- 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.
- 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.
- Knowledge of current Universal Health Coverage (UHC) issues;
- Proven leadership in the development, conceptualization, planning and implementation of projects or programmes;
- Proven experience in quality documentation and reporting;
- High level of organization, attention to detail, professionalism and reliability;
- Ability to prioritize and manage work in a fast-paced environment and be responsive to internal offices/units and partners;
- Strong analytical and problem-solving skills;
- Highly collaborative and approachable leadership style, with experience in team management;
- Strong interpersonal and capacity building skills, including training, mentoring and coaching skills.
- Excellent written and verbal communication skills, including a demonstrated ability to effectively facilitate high-level meetings; prepare clear and concise briefs, presentations and reports.

## Languages

Fluency in both English and French.

### 6. 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 22<sup>nd</sup> May 2024. Please note that applications will be reviewed on a rolling basis, and early submissions are encouraged.** 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. 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.*