



JOB ADVERT

| IDENTIFICATION | |
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| JOB TITLE | Communications and Advocacy Coordinator |
| REPORTING TO | Programme Director |
| DEPARTMENT/UNIT | Disease Control and Prevention Management |
| PROJECT | Coalition for Health Research and Development – CHReaD |
| DURATION OF CONTRACT | One year (1 yr) - Renewable |
| DUTY STATION | Nairobi , Kenya |

BACKGROUND

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 programs, 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 catalyze and drive community-led and people-centered 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.

JOB PURPOSE

The Communications and Advocacy Coordinator will be responsible in supporting in the management and oversight the planning, implementation, and evaluation of CHReaD consortium activities. The coordinator working closely with the CHReaD steering Committee will also assist in planning, execution of all CHReaD consortium-related communication needs with a specific focus on Health R&D knowledge management, information sharing, and documentation to inform advocacy efforts, policy, and practice.

PRINCIPLE RESPONSIBILITIES

a) Project Management:

- Development of detailed project plans, including timelines, milestones, and resource allocation.
- Coordinate the execution of program activities, ensuring they are carried out effectively and efficiently.
- Monitor progress against objectives, track key performance indicators (KPIs), and evaluate outcomes.
- Develop and manage program budgets, ensuring financial resources are used appropriately and effectively.
- Engage with and coordinate among various stakeholders, including partners, funders, and

community and the coalition members.

- Maintain clear and regular communication with all program stakeholders, and prepare comprehensive reports on program status and outcomes.
- Support in identifying and securing resources necessary for project success, including funding, personnel, and materials.

b) Communication and Advocacy:

- Build strong relationships with media so that CHReaD efforts receive the best coverage for advancing their goals.
- Elevating the voice and expertise of influencers and champions by polishing opinion pieces at key moments, prepping them for interviews, and providing ongoing guidance and support.
- Leveraging trends in media coverage, key announcements, new evidence, and high-level conversations to further work of CHReaD and Health R&D in general.
- Identifying strategic moments and opportunities, and new champions to influence target stakeholders and amplify CHReaD goals and objectives
- Getting coalition members on the same page through careful coordination, relationship management, and message alignment
- Getting partners, influencers, and decision-makers in the same place by overseeing high-level events, including identifying invitees and speakers, and developing agendas or presentations
- Following and tracking trends in Health R&D policies and funding opportunities to continuously innovate on CHReaD strategy and approaches
- Working with key experts, take the lead in media engagement activities and training to raise the profile of CHReaD as well as showcase BMGF support towards strengthening health research and development in Kenya
- Support in sourcing, drafting, and disseminating timely and regular content for various Amref and CHReaD communication platforms which include: the CHReaD and Amref websites, social media platforms, newsletters, annual reports, and other information, education and communication materials

ACADEMIC AND PROFESSIONAL REQUIREMENTS

- Bachelor's degree in Health related or Social Sciences required
- Master's degree in a related field is desirable.
- Experience in Health Research Development and Innovations
- Experience building and managing partnerships to achieve ambitious results
- Communications, public relations, or advocacy experience
- Public health, global development, or campaign experience
- Experience interpreting scientific literature and data for a lay audience
- Strong analytical, writing, and verbal skills for communicating with a broad and diverse audience.
- Understanding of the health research and development process, including clinical trials and regulatory path.
- Demonstrated ability to work in a multi-cultural and multi-partner environment and establish harmonious and effective working relationships, both within and outside the organisation
- Ability to plan, manage, and work in high-pressure situations under tight deadlines
- Flexibility and adaptability
- Strong organisation skills and attention to detail

WORK ENVIRONMENT

- 30% of the Job holder's time may require travelling.

HOURS OF WORK

- Normal Working Hours. Job holder may be required to work outside normal working hours due to the nature of the work in general

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 **October 29th 2024**. 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 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.