

Chief of Party, Ethiopia Public Health Emergency Management

Location: [Africa] [Ethiopia]

Town/City: Addis Ababa

Category: Field Operations

Job Type: Fixed term, Full-time

***Position is contingent upon funding and donor approval.**

***Please submit your CV in English.**

PURPOSE OF POSITION:

World Vision International Ethiopia is currently accepting applications for a Chief of Party for an anticipated USAID-funded Health Project in Ethiopia. The purpose of the anticipated Public Health Emergency Management (PHEM) activity is to strengthen public health emergency management to mitigate the impact of disasters on the health system and primary care and, strengthen the capacity of Ethiopia's institutions and communities to effectively manage disaster risks.

This activity is expected to be a five-year program in the \$10-25M range. The solicitation is expected to be released in September 2021 and awarded in May 2022.

This position is subject to project award and funding.

International relocation and allowances are available.

The Chief of Party is accountable for the overall vision and leadership of the project and is accountable for delivering results. The successful candidate should possess significant experience managing program, financial, and operations of USAID- or other international donor-funded projects.

KEY RESPONSIBILITIES:

Project and Budget Management:

- Oversee the technical aspects of the project, including planning, implementation, project results and deliverables, in accordance with the project work plan.
- Ensure clarity over plans and priorities, and encourage effective teamwork across the project team comprising staff from partner organizations.
- Develop strategic plans, annual and quarterly work plans, and overall management of the program in line with USAID guidelines to achieve project objectives.
- Ensure the development of strong M&E mechanisms, program monitoring tools and efficient systems to ensure high quality implementation.
- Ensure the application of robust evidence and learning system to inform the implementation of the project.
- Consistently look for more effective and efficient implementation methods and opportunities to increase impact in children with disabilities and disadvantages.

Collaboration with Associations and Organizations and Capacity Building:

- Build and maintain productive working relationships with USAID, project partners, and key stakeholders while ensuring compliance with USAID requirements, U.S. government regulations, and World Vision's policies and procedures.
- Serve as the primary liaison among all project stakeholders.
- Liaise with Ministry of Health, local government officials, local communities, donor representatives and other stakeholders as appropriate.

Grant Compliance:

- Manage the project's operational, financial, and administrative priorities; direct the planning and budgeting processes; design and oversee an annual project cycle in accordance with USAID's annual planning cycles.
- Establish and maintain effective project reporting, evaluation, and communication systems.
- Submit timely, accurate and professional reports that meet donor requirements.
- Manage grant/project budget within approved spending levels and ensure project staff submit accurate and timely financial reports, forecasts, and burn rate analyses to donors and Support Office staff.

People Management:

- Supervise a team of technical staff and ensures clear roles and responsibilities and lines of communication are maintained among the team members.
- Lead grant operations staff including finance, M&E, and communications.
- Provide the necessary support to ensure that all technical and project personnel function within approved budgets and in accordance with USAID and WV regulations, policies, procedures, and guidelines. Promote staff integration and a good work environment.

Communication and Capacity Building:

- Work closely with Communication and Strategy teams to develop and implement effective marketing and communication (both internal and external) that ensure knowledge capture and learning across the organisation.
- Serve as focal point for USAID PHEM project and actively participate in the required meetings/forums and others.

KNOWLEDGE, SKILLS & ABILITIES:

- Minimum of 10 years of senior-level management experience on donor-funded programs. Previous experience with management of USAID-funded programs is required.
- Previous Chief of Party, Deputy Chief of Party, or senior management experience in 2 or more of the following specializations: public health, emergency health, disaster preparedness and management, resilience, adaptive management, community health, health system strengthening, institutional capacity building and/or related field in Ethiopia.
- Demonstrated strong understanding of USAID's community-health system strengthening approaches and gender programming.
- Proven exceptional leadership in the design, management, implementation, monitoring and evaluation of similar-sized international donor-supported programs, with skills in strategic planning and thinking, management, supervision and budgeting, and experience managing complex activities involving coordination with multiple program partner institutions.
- Demonstrated skills building and maintaining relationships with host governments, donors, other donor-funded projects and stakeholders, local organizations, and partners.

- Strong oral and written communication skills; excellent demonstrated interpersonal and negotiation skills.
- Experience recruiting, developing, and managing local and international staff and teams.
- Track record of strong commitment to sharing knowledge, documenting experiences, supporting creative initiatives, and sharing credit.
- Experience managing required programmatic and financial reporting requirements. Experience with M&E is a plus.
- 10+ years of extensive international development experience managing large grant-funded projects in developing countries.
- At least 5 years managing large education projects.
- 2+ years in senior roles.
- Coaching and team building.
- English language required.

Preferred:

- Sound knowledge and experience of effective and proven experiences of coaching large teams.
- Sound knowledge and experience of on Public Health Emergency Management program.
- Sound knowledge of strategies and techniques to manage the effective implementation of USAID funded large grants.
- Excellent relationship building skills including ability to engage and influence across all levels with key decision makers / executives of a variety of key external organisations.
- Good intercommunication and exposure on donor relations protocols.

Work Environment/Travel:

- Work environment: Office-based with some travel.
- Travel: The position requires ability and willingness to travel domestically and internationally up to 25 % of the time.
- On call: as required.

