



JOB DESCRIPTION

Job Title: Country Technical Coordinator
Department: Technical
Reports To: Country Director
Direct Reports: TBC

Organisational Background:

Malaria Consortium is one of the world's leading non-profit organisations dedicated to the comprehensive control of malaria and other communicable diseases in Africa and Southeast Asia. Malaria Consortium works with communities, government and non-government agencies, academic institutions, and local and international organisations, to ensure good evidence supports delivery of effective services, providing technical support for monitoring and evaluation of programmes and activities for evidence-based decision-making and strategic planning. The organisation works to improve not only the health of the individual, but also the capacity of national health systems, which helps relieve poverty and support improved economic prosperity. The organisation seeks a public health expert from Nigeria or abroad with the experience and skills to carry out this role.

Job Purpose:

To provide technical oversight and support to programmes based in Malaria Consortium's Nigeria country office to ensure that up-to-date knowledge and best practices are used in implementation and that programmes have an internal learning process that contributes to improvements. The position holder will ensure that programmes are effectively technically coordinated to achieve coherent direction and a complementary portfolio. The position holder will play an active role in strategic and technical development and expansion of the Nigeria programme portfolio and will provide technical inputs to the Ministry of Health and other key stakeholders.

Strategic accountability

- Work with the Country Director to lead the development and revision of the technical aspects of the Nigeria country office strategic plan in line with the organisation's global strategic plan.
- Support the Country Director in business development, identifying areas of technical need and developing concept notes and contributing to proposal development.
- Take lead on the technical aspects of proposals development in accordance with donor tender documentation and requirements.

Technical accountability

- Ensure all programmes are implemented to high technical quality and based on evidence and best practice.
- Provide technical input towards rapid and smooth programme start up and termination, including programme transition, to national stakeholders.
- Coordinate identification of technical support needs for programmes and work with the relevant regional and global Technical Directors and technical cluster leads to ensure that technical support is provided on time and to high quality.
- Support the development of M&E plans and utilization of appropriate M&E tools and systems for the country office and its programmes.

- Contribute and support implementation of VFM framework to measure country strategy and interventions.
- Provide technical support to key stakeholders including the Ministry of Health in strategy and policy development and review on communicable diseases control.
- Serve as technical adviser on selected specialist areas on selected projects as agreed with Country Director and Africa Technical Director; sign off on terms of reference and reports for related activities.
- Support identification, selection and oversight of short-term technical assistance to take on defined scopes of work and arrange for the quality assurance of their deliverables.

Recruitment and development of Technical staff

- Support the Country Director to identify technical resource gaps in the office and provide input to the recruitment of technical staff.

Documentation, Reporting and Communication

- Contribute to the development and implementation of internal mechanisms for organisational learning
- Periodically report to the Country Director on the technical progress of programmes and highlight any critical technical issues
- Participate in the writing of policy briefs on key technical topics
- Contribute to advocacy materials development

Programme Management

- Act as Principal Investigator on key research studies, when relevant and when necessary.
- Act as budget holder on key programmes or research studies as agreed with the Country Director when relevant.

Representation

- Represent Malaria Consortium at regional and international meetings/workshops on specific technical areas, including relevant networks.
- Represent Malaria Consortium in technical meetings with donors, coordination bodies and Government representatives, as required.

PERSON SPECIFICATION

Qualifications and Experience

Essential:

- Master's degree in Public or International Health, Communicable or Infectious diseases, Epidemiology or related discipline
- Medical qualification and familiarity with the Nigerian health system
- Extensive experience working in public health programmes or communicable disease control, with significant experience in a senior role
- Experience managing projects or programmes funded by major institutional donors and agencies such as DFID, USAID, the UN or EU
- Highly knowledgeable about malaria control or direct experience working in malaria control
- Field experience in Sub-Saharan Africa and a solid understanding of the realities and complexities of in country programme implementation
- Demonstrable experience working in a technical advisory capacity to Ministries of Health and other partners, including relating to policy and guidelines review or development, and programme reviews

- Experience of building effective working relationships between MoH and its stakeholders
- Project or programme management including design, planning, implementation, monitoring and evaluation
- Business development, including needs assessment, the development of concept notes and proposals, and stakeholder consultation and analysis

Desirable:

- Experience in health systems strengthening
- Experience in strategic planning and strategy implementation
- Experience working with teams with diverse cultural and professional backgrounds
- Demonstrable experience in the design and implementation of monitoring and evaluation plans
- Experience in conducting qualitative and quantitative research related to public health programmes
- Financial management and/or experience of working with large budgets

Work-based skills

Essential:

- Strong communication, interpersonal and presentation skills, with strong stakeholder management skills, able to engage effectively with broad and diverse audience
- Strong leadership skills with inclusive and motivational style and strong influencing ability
- Strong problem-solving ability, with excellent planning and organizational skills
- Excellent written and spoken English
- Strong technical writing skills
- Strong computer skills, conversant with MS Office packages
- Self-motivated, proactive and results-focused
- Able to work effectively as part of a team and on own initiative, with ability to work to deadlines whilst being attentive to detail

Desirable:

- Demonstrable data management and statistical analysis skills
- Basic security & communications training

OTHER KEY INFORMATION

Length of contract: 2 years, renewable based on performance and funding
 Location: Abuja, Nigeria
 Travel: Up to 40% travel in Nigeria and abroad