



JOB OPPORTUNITY

Programme Officer – USAID/PROPEL Adapt

Overview of 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 120 programs, directly reaching more than 12 million people across 35 African countries. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa and an additional eleven advocacy and fundraising offices in Europe and North America. In the spirit of Ubuntu, partnership and networking are key elements of our approach. Amref has a staff complement of over 1,500.

Amref Health Africa is driven by its vision of ***'Lasting health change in Africa'*** and its mission ***'To increase sustainable health access to communities in Africa through solutions in human resources for health, health service delivery, and investments in health'***.

Overview of the Strategic Purchasing Africa Resource Centre (SPARC)

The Strategic Purchasing Africa Resource Centre (SPARC) – a resource hub hosted by Amref Health Africa with technical support from Results for Development (R4D) – is aimed at strengthening strategic health purchasing (SHP) capacity in Sub-Saharan Africa by connecting existing regional expertise and matching it with country demand to make better use of resources for health. Our vision is to empower countries with knowledge and practical tools to make access to affordable and quality health care a reality for all. SPARC is a complementary resource and partner to the many health financing initiatives on the African continent and globally.

THE POSITION

SPARC seeks a Programme Officer for the USAID/Promoting Results and Outcomes through Policy and Economic Levers (PROPEL), Round 2 – Adapt project. PROPEL Round 2 is an anticipated 5-year USAID global project. The purpose of PROPEL will be to improve the enabling environment for equitable and sustainable health services, supplies and delivery systems through policy development and implementation; adequate, predictable, and sustainable financing; enhanced government stewardship, transparency, and accountability; and an engaged and informed civil society prepared to advocate for improved systems and outcomes. PROPEL will emphasize voluntary, rights-based Family Planning/Reproductive Health, and Family Planning/Reproductive Health integration with MCH and HIV/AIDS and will work across health systems and development sectors to achieve results in Family Planning/Reproductive Health demand, uptake, and improved health outcomes. Round 2 will have a specific focus on policy, advocacy, financing, and governance (PAFG) unique to fragile settings, including responses to country epidemics or global pandemics such as COVID-19.

SCOPE OF JOB

The Programme Officer will report to the Deputy Director, Health Financing and will provide administrative and technical support to the project to build and expand the body of knowledge of how policy, advocacy, financing and governance mechanisms can be leveraged to create an enabling environment to support the continuation of FP/RH services in humanitarian settings. The preferred location for this position Nairobi, Kenya.

PRINCIPAL RESPONSIBILITIES

- Support the development of annual workplans and budgets for the Project.
- Support the development and implementation of a learning agenda including the design and management of evidence generation activities, working with the project consortium and SPARC's community of experts.
- Contribute to evidence generation and learning activities through development of concept notes, desk research, literature review and other relevant activities.
- Capture, synthesize and support the dissemination of learnings from PROPEL Adapt's key pillars and any other internal or community wide learning/knowledge sharing events.
- Support the organization of knowledge sharing events including seminars/webinars, workshops, conferences, and peer learning sessions by coordinating schedules, correspondence with participants and presenters, managing the implementation of the event workplan and working with communications unit to ensure effective publicity.
- Contribute to the development of the country work-plans through desk research, data analysis, note taking, process documentation and first draft developments.
- Support the Deputy Project Director is engaging partners, country actors and other stakeholders as occasion demands.
- Periodically collate, organize relevant health financing/strategic purchasing resources (articles, briefs, reports etc.) and work with the project communications team to provide material for PROPEL Adapt's resource hub.
- Support the development of technical presentations, reports and other materials as required.

REQUIRED QUALIFICATIONS

SPARC is a small team with an ambitious work plan and works in a fast-paced, results-driven environment. The ideal candidate is highly-motivated, a fast learner, resourceful, flexible, independent, energetic, with excellent communications skills, cultural sensitivity and experience working with senior leaders.

MINIMUM EDUCATION

- Bachelor's degree in Public Health, Health Financing or any related field.

EXPERIENCE

- At least 4 years' experience providing program support, research, learning, knowledge production and dissemination activities preferably in the health financing technical assistance space.
- Experience in humanitarian and fragile settings is an advantage

COMPETENCIES

- Excellent knowledge of UHC, health financing and/or health economics landscape in low- and middle-income countries (LMICs).
- Excellent research, writing, and editing skills.
- Excellent analytical skills, as well as the ability to express facts and ideas in a clear, convincing and organized manner
- Demonstrated proficiency in research establishment and nurturing of learning networks including promotion of engagement, collaboration and knowledge exchange in the communities.
- Strong verbal and written communication skills
- Strong interpersonal skills working with cross cultural and multi diverse teams
- Ability to set priorities and handle multiple competing time and resource demands, highly organized
- Proficiency in Microsoft Office products at intermediate level

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. **Applications will be reviewed on rolling basis and the role will be closed once a suitable candidate is identified.** 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.

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.