



Building lasting access to health for excluded communities

POSITION DESCRIPTION

TITLE:	Associate Programs Director (APD)
REPORTS TO:	Country Director
DIRECT REPORTS:	Program staff
BASED IN:	Kitale or Nairobi (with frequent travel to program areas across the country)
CLASSIFICATION:	Full Time Employee

ORGANIZATIONAL OVERVIEW: HealthRight International and its local affiliate HealthRight Kenya empower marginalized communities to live healthy lives, with particular focus on four marginalized populations: mothers and infants; migrant populations, adolescents and sexual minorities. Employing a human rights-based approach, HealthRight works closely with community-based partners to build local capacity and create sustainable programs that have lasting impact. In Kenya, Healthright is working in several counties including Nairobi, Kilifi, Elgeyo Marakwet, West Pokot and Trans Nzoia addressing issues in maternal & neonatal child health (MNCH), family planning (FP)/reproductive health, HIV/AIDS, and other communicable diseases of high burden such as malaria and TB. From its early work addressing a neglected epidemic of HIV in West Pokot and Turkana District in 2005, to advancing Respectful Maternity Care policy and practice under USAID’s Partnership for Maternal and Neonatal Health-Plus (PMNH+) project in Elgeyo Marakwet County, to a new operations research project reaching male sex workers with preventive pre-exposure prophylaxis (PrEP) in the coastal province. HealthRight has demonstrated its ability to forge effective relationships from national, to the county to the community level.

PRIMARY ROLE: Reporting to the Country Director and working closely with leadership and technical teams at HQ, the Director of Programs provide technical guidance and leadership and oversee the overall design, planning, implementation, management and evaluation of HealthRight’s projects in Kenya. The APD will be dedicated to ensuring country projects are strengthening local health systems and empowering marginalized communities. This position reports directly to the HealthRight Kenya’s Country Director (Nairobi), is a member is the country Senior Management Team (SMT) and works collaboratively with the technical and leadership team at the HQ in NYC. S/he will deputize the Country Director in his/her absence and will be based in Kitale with frequent travels to Nairobi and to all other HealthRight program locations across the country.

MAJOR RESPONSIBILITIES

Program Leadership

- Maintain positive, effective working relationships with project partners, including local Community-Based Organisations (CBOs) and Faith-Based Organisations (FBOs), Ministry of Health (MOH), and County Health Management Teams (CHMTs) as well as other implementing agencies and donor representatives in the region in collaboration with the Country Director.
- Work with HealthRight headquarters Program Directors on new business development (concept notes, proposals etc), program quality, and technical depth based on best practices, context, effectiveness, and sustainability of impact.
- Work closely with CHMTs to develop agreements and work plans and foster collaboration for programs in line with policies and priorities set by County Governments, MOH and HealthRight funders.
- Serve as primary liaison to the MOH Technical Working Groups and Ethics Committee to facilitate project implementation and advance all HealthRight program priorities at the county and national levels in close coordination with the Country Director.

Operations Management

- Provide technical leadership and oversight for Kenya projects’ implementation to ensure quality of programming and monitor program reporting for all country projects as required by HealthRight, donors and partners.



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- Ensure that the project adheres to all Ministry of Health protocols at the health facility and county levels, in collaboration with the County Health Management Teams.
- Maintain compliance with all project donors, government and HealthRight's finance, logistics, procurement, and personnel policies.
- Provide technical guidance on the design, implementation, monitoring, evaluation and dissemination of new research projects.
- Update the Country Director on all security and other relevant issues that may affect the work of Healthright-Kenya in the country especially in counties of operation.

Team leadership

- Directly line manage all key project managers.
- Work with the Country Director to ensure best human resource practices in managing, mentoring and building a highly motivated and supported program teams.
- In partnership with the Country Director, ensure efficient cross-functional synergies to facilitate first rated integrated management of HealthRight programs, budgets, human resources and relationships.

Communications and Advocacy

- Present the work of Healthright - Kenya in public fora (i.e. national, regional and global conferences) as needed.
- Identify opportunities to share HealthRight Kenya's program successes, including data, with local, Provincial and national partners regularly (i.e. journal manuscripts, meetings, etc.)
- Represent HealthRight Kenya in national-level working groups, HENNET, and donor events.
- Spearhead documentation of program learnings and best practices to generate evidence for policy advocacy.

REQUIRED EXPERIENCE:

- MD, Master of Nursing with Midwifery or related field; MPH strongly preferred
- Minimum of 6 years of experience working with an international NGO implementing public health programs in Kenya, including experience managing public health programs in rural settings
- Prior experience leading community research projects an added advantage
- Commitment to HealthRight mission and values.
- An innovative self-starter able to operate independently and to seek and incorporate guidance and feedback.

REQUIRED SKILLS:

- Proven ability to write winning grant proposals
- Demonstrated ability and track record of partnering with donors, MOH institutions, NGOs, communities and health development partners.
- Excellent written and verbal communication skills, with demonstrated experience of writing strong project and technical reports.
- Excellent conceptual and analytical skills.
- Proven experience of functioning as an effective team player in a matrixed management culture.
- A self-starter with demonstrated creativity and flexibility in problem-solving
- Prior experience of developing and managing project budgets.
- Proven skills in generating technical data and evidence base inform programming quality and policy advocacy.
- Excellent project cycle management skills and experience.
- Ability to focus on details while keeping an eye on the bigger picture and results-based project delivery.
- Commitment to learning from project challenges and successes.
- Fluency in spoken and written English and Kiswahili
- Demonstrated experience building, mentoring and developing a happy, motivated and productive team.

To apply: Please submit your resume and cover letter to: HRKenya@healthright.org by 4th May 2018