

## Job description: Country Director - Zambia

<b>Hours</b>	Full-time until April 2022 – potentially reducing to part time from then (dependent on funding)
<b>Location</b>	Lusaka
<b>Reports to</b>	Director of Programmes
<b>Responsible for:</b>	The delivery and oversight of THET’s work in Zambia
<b>Duration</b>	Permanent
<b>Closing date</b>	Thursday, 28 <sup>th</sup> October 2021

### THET

Today, one billion people will never see a qualified health worker in their lives.

Since 1988, THET has been working to change this. From reducing maternal deaths in Uganda to improving the quality of hospital care for injured children in Myanmar, we work to strengthen local health systems and build a healthier future for all. We do this by leveraging the expertise and energy of the UK health community, supporting Health Partnerships between NHS institutions, Royal Colleges and academic institutions in the UK and those overseas. In the past ten years THET has reached over 100,000 health workers across 31 countries in Africa, the Middle East and Asia in partnership with over 130 UK institutions.

THET is a fund manager for health partnership grants programmes on behalf of UK government and corporations. Health partnerships are long-term, institutional relationships between health organisations in the UK and their counterparts in LMICs, and are based on ideas of co-development, reciprocal learning and mutual benefit. Staff from UK health institutions volunteer their time developing and carrying out health systems strengthening activities at their LMIC partner institution, be that training, curriculum development, leadership and governance, etc. You can learn more about our work on our website <https://www.thet.org/>.

### VALUES

Our 4 Core Values at THET are:

1. Partnering through collaboration
1. Partnering with respect
2. Partnering with integrity
3. Partnering through learning

### THET IN ZAMBIA

THET has been working in Zambia since 2009, focusing on a number of its most urgent health workforce needs. Our in-country presence, strong relationships with the Ministry of Health (MoH), health and education institutions across the country, and the Zambia UK Health Alliance, ensures all of our work is based on the priorities identified by national partners and aimed at strengthening national capacities and ownership. This not only increases programme effectiveness, but ensures programmes are sustainable and services continue long after THET’s input has ended. We have a track-record working with national and local governments and institutions to develop and embed specialist training in priority areas. These include a Masters in Medicine in Anaesthesia, Pathology and Psychiatry, a BSc and MSc in Nutrition, as well as developing the first pre-service training programme for biomedical engineers.

At present THET Zambia has 3 main programme areas:

- Health Technology Management (HTM), working with the MoH and partners to strengthen the capacity to manage, maintain and use biomedical technology in health facilities. THET is awaiting confirmation of a new HTM programme to strengthen the management of oxygen plants.
- Health workforce development, working with the MoH and partners to strengthen specific cadres or sectors within the health workforce. Working with partners from the UK health system to facilitate the achievement of health workforce development priorities. As well as a virtual volunteering programme, THET will be initiating work in 2022 to support the roll out of the Specialist Training Programme.
- Nutrition – building on a track record of pre-service and specialist training and quality improvement for the management of acute malnutrition. THET is awaiting a decision on a new proposal to continue to improve the quality of nutrition services in Zambia.

## **MAIN DUTIES AND RESPONSIBILITIES**

The Country Director is the lead for all THET's work in Zambia, including providing programme management oversight to all current projects. The Country Director is responsible for ensuring THET is appropriately registered in country and is operating within all Zambian regulatory requirements. In addition, the Country Director is responsible for national representation and partnership building, identifying and building on opportunities to grow and develop THET's contribution to health system strengthening in-country.

### **Strategic Leadership and Representation**

- Lead and represent THET's work and projects in Zambia
- Participate and contribute to THET international strategy development and direction
- Provide regular, consistent updates on political, social and economic context

### **New Business Development**

- Explore opportunities for new programme development - this will include donor and key partner relationship building, identifying and assessing new business opportunities, working with the support of the UK Programmes team to develop new concept notes and proposals.

### **Programme Management, Quality, Monitoring and Learning**

- Ensure quality delivery, monitoring and assessment of THET Zambia programmes,
- Ensure accountability to THET donors, partners, and other stakeholders.
- Effectively implement planning and review systems to ensure delivery against plans, including appropriate internal and external reporting and monitoring
- Ensure that effective MEL systems and processes are in place, with the appropriate planning and review to enable the impact, value for money and other metrics to be effectively captured and disseminated

### **Operations and Financial Management**

- Ensure efficient, effective and cost-effective admin and logistics procedures in place.
- Ensure legal compliance in all areas (NGO, tax, employment, health and safety, insurance and internal requirements, including proper registration and legal status of the organisation and staff).
- Accountable for the organisational resources and assets, ensuring financial controls and cost effectiveness.
- Act as security focal point for liaison with THET UK and ensure there are effective security policies in place.

### **External Engagement**

- Plan and lead profile-raising of THET and networking with key people/bodies which includes representing THET externally to all relevant parties in Zambia and regionally as relevant.
- Build effective relations with national authorities, partners and other stakeholders.
- Facilitate high standards of coordination and communication of THET's profile, activities and programmes, internally and externally.
- Ensure the opportunities at high level meetings and conferences are maximised exploiting opportunities as speakers/contributors and for networking opportunities.

- With support from UK team members develop and implement advocacy and dissemination strategies related to projects' goals and outcomes.
- Attend and contribute to both external and internal meetings/workshops where appropriate.

## PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Degree level education. [Public health or related discipline preferred.]</li> </ul>	<ul style="list-style-type: none"> <li>• relevant post graduate qualification</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of health systems strengthening.</li> <li>• Experience of working in partnership with others to promote capacity building.</li> <li>• Experience managing diverse teams to deliver organisational goals.</li> <li>• Experience of managing security and risk.</li> <li>• Strong experience managing multiple complex projects in the health sector.               <ul style="list-style-type: none"> <li>○ Strong experience in programme design, monitoring and evaluation.</li> <li>○ Demonstrable success securing new programme funding.</li> <li>○ Experience of developing and managing strategic partnerships to enhance programme delivery.</li> </ul> </li> <li>• Recent experience of liaising with and partnering the Ministry of Health in Zambia.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a senior position in an INGO context (desirable).</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Analytical skills and demonstrable ability to think strategically.</li> <li>• Excellent representational, written and verbal communication skills in English and key local languages.</li> <li>• Effective communicator with excellent interpersonal skills.</li> <li>• Proven financial skills (budget preparation and monitoring).</li> <li>• Proven organisational and administrative skills with sound IT skills (Word and Excel).</li> <li>• Demonstrated ability to handle multiple tasks simultaneously in a fast-paced environment, set priorities, meet deadlines, and to work both independently and in a team environment.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in, or knowledge of, the thematic areas that THET is involved in.</li> </ul>
<b>Values</b>	<ul style="list-style-type: none"> <li>• Strong commitment to THET's cause and values.</li> <li>• Intercultural sensitivity and awareness.</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• An interest to travel overseas at least once a year.</li> <li>• Capacity to respond flexibly to changing requirements.</li> <li>• Flexibility and adaptability in the context of working in a small organisation and a complex environment.</li> </ul>	

### How to Apply

If you meet the requirements for this position, we would be glad to hear from you. Please send your CV and a covering letter explaining precisely how you satisfy the person specification to [jobs@thet.org](mailto:jobs@thet.org) on or before midnight on 28<sup>th</sup> October 2021

Please contact– [jobs@thet.org](mailto:jobs@thet.org) with any questions regarding this role.

**This post is Zambia based. Non-Zambia nationals will require current and valid permission to work in Zambia.**