

JOB DESCRIPTION

Job Title:	Regional Health Programme Manager
Job Grade:	National/ Expatriate Unaccompanied
Preferred Location:	Ethiopia/ Kenya/ Mozambique/ Tanzania with extensive regional travel
Contract Length:	Three years' contract, accompanied post
Responsible to:	Regional Head of Programmes
Key relationships:	Regional Director, Country Directors, Country Representatives, Regional Programme Managers, Country Health Programme Managers, Global Health Technical Adviser/s, Network partner staff, Health and Care Working Group

Background

HelpAge International (www.helpage.org) is the secretariat to the HelpAge Global Network, which brings together a wide range of organisations and individuals working to promote the rights and meet the needs of older women and men, nationally and/or internationally.

Our long-term vision is to establish a global movement of strong connected age focused and older people led platforms in every country in the world. Only by collaborating can we achieve a world in which all older people can lead dignified, active, healthy and secure lives. We aim to extend the reach and influence of the HelpAge Global Network to all those in a position to help bring about our vision for older people– including Governments, regional institutions, policy makers, development partners, the private sector, UN organisations and academic institutions.

In Africa Region, we will deliver this through a combination of programme, policy and communications work focused on our core themes of social protection, health and care.

HelpAge International is going through a period of exciting organisational change, looking at positioning itself robustly as an organisation that works with and influences through a strong network of organisations. One of the key changes is having reduced number of regions and countries globally where HelpAge has full operational presence. Accordingly, two regional offices in Africa have been combined into a single regional office (located in Nairobi), and a corresponding regional management/ technical structure that provides Africa wide overview and leadership. A process for staff re-organisation and transition has been ongoing since September 2016 and will be completed before March 2017. Through much of 2017, the Africa team will work together to shape the network of partners on the issue of ageing as well as review and reposition engagements (as necessary) to effectively deliver the organisational theory of change.

Job Impact

The role Regional Health Programme Manager is expected to impact and influence in the following critical areas.

Development and delivery of health & care strategy across the Africa region in sync with SDG 3

Offer high quality technical support to country offices and network

Develop strategic partnerships aiming programming, advocacy, research & fundraising

Represent HelpAge in relevant regional and global technical forums

Lead and contribute to fundraising efforts for health & care work in the region

Capture learning outcomes from health & care work by country teams and network

SPECIFIC JOB RESPONSIBILITIES AND KEY TASKS

Strategic leadership

- Lead in developing and implementing the regional health and care strategy focused on HIV & AIDS, Non-Communicable Diseases, and other health issues faced by older people.
- Analyse the SDG-3 priority on health care, especially around targets and indicators for older people. Ensure to sync HelpAge and network's priorities with these
- Support and coordinate the development health and care country strategies that is aligned to the regional and global priorities and firmly based on evidence and learning from existing work.
- Identifying and working with a range of strategic partners within the region and beyond, to ensure programmatic collaboration, joint advocacy, research and fundraising.
- Develop focussed collaboration with key organisations such as WHO, UNAIDS, UNICEF and UNFPA.

Technical support- to country teams and network members

- Provide need based technical support to country teams and network members. Examples of support include- development of policy briefs, staff and partner capacity development, responding to specific donor calls through technical advice, monitoring of ongoing programmes etc.
- Lead in the development of technical standards to support our focus on promoting age friendly health services. Develop standard program designs and indicators on the same to be used in programming. Identify and share good practices and updated research findings on the same within the teams.
- Scaling up use of the Health Outcomes Tool in measuring quality of health care provisions for older people.

Program Development and Resource Mobilisation

- Support in development of programmes and fundraising for the strategic priority areas in health and care work as defined for the region and country specific strategies.
- Identify and develop technical content for proposals focussed on older peoples' health and care

Programme Management

- Manage strategic regional programmes within the health and care portfolio, ensuring they are delivered in line with quality standards
- Oversee (either line manage or matrix manage) staff working in regional health and care programmes

Advocacy and Lobbying

- Analyse and write policy briefs and research papers - Identify specific issues, undertake analysis and develop policy briefs targeting key stakeholders. Publish in relevant journals on the issue. Maintain overview of the health and care work within the region and internationally.
- Representation - Participate in relevant technical forums within the region covering general health and care, especially NCD issues and highlight issues of older persons supporting their integration in relevant policies and strategies.

Person Specifications

<p><u>Regional Programme Management</u></p> <ul style="list-style-type: none"> - Substantial experience in working at a regional level and management of regional health programmes - Extremely strong communication, negotiation and representational skills and ability to work at a regional level - Past experience of developing collaborative partnerships with other organisations, research/ academic institutions etc - Proven ability for 'horizon scanning' on issues of health and care within the region and analysis of information - 	<p><u>Technical/ Programmatic</u></p> <ul style="list-style-type: none"> - Experience at having successfully designed and delivered health and care strategies for at a regional level - Demonstrable experience of working on health, care and NCD issues at regional level - Solid understanding of public health systems and priorities of Governments in sub-Saharan Africa. - Understanding of priorities of UN organisations such as WHO, UNICEF, UNFPA, UNAIDS in sub-Saharan Africa - Knowledge of parameters measured within various international health management information systems and databases - Experience of various donors and donor technical priorities - Demonstrable capacity in conducting research, analysis and documenting research findings and writing policy briefs for different levels of audiences - Skills and proven background in monitoring and evaluation - Excellent communication, negotiation and representational skills - Able and willing to travel within the region and at the same time coordinate on the essential priorities for the role - Educational degree in medical sciences/ Health Planning and Administration/ Public Health or related field
<p><u>Behavioral Competencies</u></p> <ul style="list-style-type: none"> - Results Orientation towards own and team's role in line with organisational priorities, decisive, passion and drive for high quality work - Working with others, in a team environment, receiving and providing feedback, contributing to the team's success, and managing conflicts if it occurs 	<p><u>Others</u></p> <ul style="list-style-type: none"> - Ability to engage, seek and provide clarity and deliver on issues that are not always clear - Previous experience working on issue of older persons a strong advantage - Willingness and interest to work with a network focussed approach, engaging with, supporting and maximising on

<ul style="list-style-type: none"> - Leading Others by defining organisational and team's vision, supporting development of team members - Self Management, by demonstrating Integrity and credibility, leading by example, committed, knowledgeable and confident on the job functions and superior communication skills 	<ul style="list-style-type: none"> - potential of network members - Language skills
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TERMS OF REFERENCE

REGIONAL FOCAL PERSONS- GENDER, DISABILITY AND ACCOUNTABILITY

HelpAge International, Africa region is currently looking for staff members who are interested and able to take on the role as focal points for (1) gender, (2) disability and (3) accountability. These themes are identified as organizational priorities and relevant policy frameworks and guidelines have been developed for the same. While having full time, dedicated persons delivering on these roles will be useful, these are not expected to be full time roles, but rather an opportunity for staff to provide leadership on issues they have experience on and are interested in. However, the focal points will be able to include delivery of this role within their performance objectives and thereby committing time and effort in delivery of the same. The person will also be able to interact with across a cross section of the organizational leadership within the region and UK office to share information as well as to influence on broad policy issues concerning the theme.

Some of the broad responsibilities as focal points involve the following.

- Understanding of the relevant organizational guideline/ framework
- Discussing ways in which the issue is currently being looked at/ integrated in organizational priorities
- Identify specific activities/ approaches that can be implemented to ensure integration of the issues
- Develop and work with a group of champions within the country teams and network members on the issues
- Provide broad guidelines to teams on ways in which issues can be integrated
- Organize and coordinate training for staff
- Scheduling calls within the region to discuss the issues and updates
- Providing a report every 6 months (format and metrics to be developed)

Person Requirement

- Demonstrable experience on the specific issue
- Knowledge on various organizational 'good practices' on integration of the issue
- Ability and willingness to coordinate with team members within the region and provide team members with technical support necessary
- Passion and personal interest to further the issue within the region
- Ability to influence others through support, sensitisation and factual advocacy