
CATHOLIC RELIEF SERVICES RECRUITS: A PROJECT DIRECTOR – GLOBAL FUND MALARIA

CRS JOB DESCRIPTION

Job Title:	Project Director – Global Fund Malaria
Job Location:	Conakry, Guinea
Job Type:	Regular, Full Time
Salary Grade:	11 (PM Senior)
Reports to:	Head of Programming

About CRS

Catholic Relief Services is the official international humanitarian agency of the Catholic community in the United States. CRS works to save, protect, and transform lives in need in more than 100 countries, without regard to race, religion or nationality. CRS' relief and development work are accomplished through programs of emergency response, HIV, health, agriculture, education, microfinance and peacebuilding.

Job Summary:

CRS has been operating in Guinea since 2000 supporting relief and development operations in the country. Over the past years, CRS has focused on health, governance, education and institutional capacity building with OCPH-Caritas Guinea (*Organisation pour la promotion humaine-Caritas Guinea*) and other local organizations. CRS has also developed strong relationships with government line ministries, partners and communities we serve in the country, implementing a multi-sectoral program portfolio.

Since 2013, CRS has served as Principal Recipient for the Global Fund grants for malaria and health system strengthening in Guinea. CRS was granted for PR role for the new cycle of Global Fund Malaria Grant/New Financing Mechanism 2021-2023 (NFM3). The new NFM3 grant will continue to support the current Guinea malaria control strategic plan with the goal of leading the country towards pre-elimination by 2023 by reducing malaria-related morbidity and mortality by 50% compared to 2016 rates. Additionally, CRS also has a small but important health system strengthening support role on the NFM3 HIV grant. CRS is also managing a complementary small KOICA grant aimed at evaluating the contribution of the 5th round of chemoprevention of seasonal malaria in Dabola region.

As Senior Program Manager - Global Fund Malaria Project Director, you will provide overall leadership to the Global Fund Malaria and health system strengthening project team and be responsible for the overall management of the projects including the quality of programmatic implementation (monitoring, evaluation, accountability and learning) and administrative elements of the project to serve the poor and vulnerable, as well as relationship with the Global Fund, Ministry of Health and different services and other public, private and non-government stakeholders. You are responsible for ensuring that project results are achieved on time and on budget, including strategies for phase out and sustainability, and that the budget is consumed as planned. As a senior leader, you will proactively manage security and mitigate security risks.

Roles & Key Responsibilities

- Lead the development, implementation and consolidation of the GF Malaria and health system strengthening projects. Provide oversight for all aspects of program quality, program management, representation, and human resources. Serve as the primary point of contact for the Global Fund as well as public, private and non-government stakeholders including SRs and the Instance de Coordination Nationale (ICN).
- Ensure strategic objectives and results are accomplished and meet technical quality standards through annual and quarterly activity planning and budget forecasts. Lead quarterly technical review of implementation plans.
- Effectively manage talent and supervise. Manage team dynamics and staff well-being. Provide coaching and mentoring. Strategically tailor development plans and complete performance assessments for direct reports. Oversee the development of staffing plans and recruitment process of senior staff.
- Coordinate with Monitoring, Evaluation, Learning and Accountability (MEAL) department to oversee the design and implementation of the monitoring and evaluation system, using appropriate forms, procedures, and tools for data collection and analysis, promote ICT4D as the basis for measuring, documenting and reporting outcomes.
- Manage and mitigate risk. Ensure compliance in GF Malaria grant including oversight of partner budgets, finance and administration, and reporting to the Global Fund.
- Coordinate relationships with SR and other partner organizations. Contribute to coordination of roles and activities of staff from SR and other partner organizations in implementation in line with CRS partnership principles.
- Create and maintain proper conditions for learning. Establish a safe environment for sharing of ideas, solutions, and difficulties and the capacity to detect, analyze and respond quickly to deficiencies. Identify performance gaps and training opportunities for CRS and partner staff and ensure the design and delivery of high-quality training and technical assistance.
- Ensure that the Zero Cash Policy (ZCP) is respected, progressively evaluated and develop/update ZCP alleviation plans with Ministry of Health and its programs & entities.

Basic Qualifications

- Master's degree in International Development, International Relations or a related field.
- 7 or more years' relevant experience managing large scale development grants, preferably focusing on Health and Malaria.
- Proven track record of successful Global Fund funded program management, including management of multi-activity projects, complicated logistics and large budgets, as well as health products & medical commodities.
- At least 5 years of supervisory experience, including performance evaluation, coaching and mentoring. staff management experience and abilities that are conducive to a learning environment.

Required Languages – French and English Fluency required.

Travel - Must be willing and able to travel up to 30%.

Knowledge, Skills and Abilities

- Proven leadership and ability to build and motivate diverse and talented teams
- Proven experience in building and maintaining institutional linkages
- Ability to work to meet deadlines in multiple tasking environments
- Excellent organization, planning and analytical skills; detail oriented
- Excellent communication and interpersonal skills, with demonstrated strength in relationship management

Preferred Qualifications

- Master's Degree (minimum), or a Doctorate Degree (desirable) in public health, medicine, or other related field.
- 8 years of relevant international health experience.
- At least 5 years managing complex projects in the areas of health systems strengthening and/or Malaria control.
- Demonstrated ability to establish and maintain effective working relationships with the Global Fund, ministry officials, and other development partners.
- Experience assessing, selecting, and managing sub-grantees highly preferred.
- Experience developing and communicating a project vision, aligning key stakeholders around the vision, and assuring the vision is translated into an efficiently implemented program.
- Experience managing Global Fund grant, preferred.
- Knowledge & experience of Partnership strategy and Partner Capacity Building.
- Commitment to local leadership and empowering local actors.
- Prior experience working in West Africa region, preferred.
- Excellent report writing skills.

- Proactive, resourceful, solutions-oriented and results-oriented.
- Excellent knowledge and experience in budget management and project management.
- Proficiency in Microsoft Office Publisher, Word, PowerPoint, Excel and Outlook.
- Application of program quality standards to project design and organizational learning, performance improvement and application of gender equity

Agency-wide Competencies (for all CRS Staff)

These are rooted in the mission, values, and guiding principles of CRS and used by each staff member to fulfill his or her responsibilities and achieve the desired results.

- Integrity
- Continuous Improvement & Innovation
- Builds Relationships
- Develops Talent
- Strategic Mindset
- Accountability & Stewardship

Supervisory Responsibilities: Deputy GF Project Director, Supply Chain Manager, HMIS/Health System Strengthening Manager, Finance Coordinator, Community Health Project Manager

Key Working Relationships:

Internal: Country Representative, Head of Programming, Head of Operations, Deputy Regional Directors, Regional Technical Advisors, Global Fund Support Unit, GF Malaria Project staff, Guinea Staff

External: Global Fund Portfolio Senior Manager, GF Portfolio Team, ICN (CCM), Ministry of Health (NMCP, DNPM, DNSCMT, DNGELM, BSD, DRS, DPS, Central Pharmacy of Guinea), LFA, Sub-recipients, USAID, CDC, UN agencies, other Global Fund Principal Recipients for the HIV/AIDS and Tuberculosis grants. The project is implemented through agreements with Government and civil society partners.

****Our Catholic identity is at the heart of our mission and operations. Catholic Relief Services carries out the commitment of the Bishops of the United States to assist the poor and vulnerable overseas. We welcome as a part of our staff people of all faiths and secular traditions who share our values and our commitment to serving those in need. CRS' processes and policies reflect our commitment to protecting children and vulnerable adults from abuse and exploitation.*

Disclaimer: This job description is not an exhaustive list of the skill, effort, duties, and responsibilities associated with the position.


CRS' talent acquisition procedures reflect our commitment to protecting children and vulnerable adults from abuse and exploitation.

CRS is an Equal Opportunity Employer.

You can send your application including a CV and cover letter with the names of three professional references to the following address: employmentguinea@crs.org by putting only this code, **GLOBALFUND-DIRECTOR at the mail object.**

NB: Interested candidates are encouraged to apply as soon as possible. CVs will be extracted on a rolling basis. Only qualified candidates will be contacted.

Done at Conakry, 22/11 /2021


Gladys Guerrier ARCHANGE
Country Representative

