



AFENET Secretariat
Lugogo House, Ground Floor (Wings B&C)
Plot 42, Lugogo By-Pass
P.O BOX 12874, Kampala, Uganda
Tel: +256 417 700 650
Fax: +256 312 265 595
www.afenet.net

Job Opportunities

Date: Wednesday April 19, 2023

Department: Africa Centres for Disease Control (Africa CDC)

Application deadline: Wednesday May 3, 2023

Background:

The African Field Epidemiology Network (AFENET) is a non-profit organization established in 2005 with a mission to improve human health through the strengthening and expansion of applied epidemiology and laboratory capacity in partnership with Ministries of Health, Non-Governmental Organizations, international agencies, private sector and other public health agencies. AFENET has its headquarters in Kampala, Uganda with operations in more than 30 African Countries.

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its headquarters is located in Addis Ababa, capital city of Ethiopia.

The Africa Centres for Disease Control and Prevention (Africa CDC) is a specialized technical institution of the African Union that supports Member States in their efforts to strengthen their public health systems. Africa CDC was officially launched in January 2017, and is guided by the principles of leadership, credibility, and ownership, and delegated authority, timely dissemination of information, transparency, accountability, and value addition. The institution works with all African countries to strengthen the capabilities of their public health institutions for disease surveillance, emergency response, prevention and control, including the capacity to detect and respond quickly and effectively to disease threats. It also serves as a platform for Member States to share and exchange knowledge and lessons from public health interventions.

Each year, more than 100 health emergencies occur in the African Region, accounting for close to 70% of all health emergencies globally. The Region has made notable progress towards strengthening emergency response capacity at country level, however, there remain inadequacies in planning, limited trained human resources, lack of agility in response teams, slow and poor decision-making, and challenges with stockpiling of supplies. The COVID-19 pandemic has reinforced the need for further robust country capacity to prepare for, detect and respond to public health emergencies of international concern in the African Region.

Healthier populations, universal health coverage and global health security are deeply connected, and countries need quality emergency preparedness infrastructure to act quickly and control the



spread of diseases. Given the strong links between healthy lives and healthy economies, Africa CDC, WHO AFRO and WHO EMRO have entered a partnership to strengthen emergency preparedness and response (EPR) systems on the continent. Both organizations have jointly developed a Joint EPR Action Plan (JEAP) to guide the partnership and have prioritized five technical collaboration areas which will ultimately seek to fuel economic growth, reduce sickness and deaths, improve learning outcomes among children and enable progress toward the Sustainable Development Goals (SDGs).

To ensure the successful implementation of the Africa CDC and WHO AFRO/EMRO joint action plan (JEAP), Africa CDC plans to recruit one **Senior Project Officer** who will be fully dedicated to the coordination, planning and implementation of that initiative.

1. Post:

Job Title:	Senior Project Officer
Grade:	AU/P3 equivalency
Number of posts:	2 (two)
Department:	Africa CDC Headquarters
Division:	Emergency Preparedness and Response
Duty Station:	Addis Ababa, Ethiopia

Job Purpose:

Under the supervision of the head of Emergency Preparedness and Response Division and, the **Senior Project Officer** shall support the **Principal Program Officer** to ensure the planning and implementation of a variety of Africa CDC and WHO AFRO/EMRO joint planned activities in the area of public health emergencies preparedness and response.

Major Duties and responsibilities:

During deployment, the **Senior Project officer** shall support the Principal Programme Officer to perform the following major duties and responsibilities.

- Support technical coordination of the Africa CDC and WHO AFRO/EMRO EPR joint action planning, in partnership with various Africa CDC divisions and WHO Departments.
- Ensure organisation and coordination of Africa CDC and WHO AFRO/EMRO joint action planning workshops.
- Support implementation of Africa CDC and WHO AFRO/EMRO action plans,
- Serve as a member of the secretariat and contribute to routine activities of the secretariat

including communication, advocacy, grant proposals writing and reporting.

- Support the organization of meetings and routine activities of TWGs to enable appropriate implementation of the Africa CDC and WHO AFRO/EMRO action plans.
- Support the development of presentations, background documents, work and monitoring plans, as well as meeting reports and technical documents related to the Africa CDC and WHO AFRO/EMRO work-plan.
- Perform other related duties, as assigned by the supervisor.

Education Qualifications:

A. Essential

- An advanced level university degree in public health, epidemiology or related field.

Desirable:

- A Doctorate level degree in medicine or a health-related field and additional training in project management.

B. Experience:

- At least 9 years of experience including at international level in area of emergencies preparedness and response, monitoring and evaluation, and/or project management, with 3 years at expert level,
- Relevant experience working with developing countries,
- Experience managing and implementing large-scale public health projects at national or international level.

C. Required Skills and Competences:

Functional

- Demonstrable technical expertise and experience in supporting and/or managing complex, public health programmes,
- Skills in programme monitoring and evaluation is an asset.
- Demonstrable skills to conceptualize, plan, develop, implement, and evaluate resource management support requirements.
- Excellent organizational and time-management skills and a proven ability to deliver under tight deadlines and works well under pressure.
- Excellent skills and abilities applied to translating technical information into presentations, briefings and report for both technical and lay audiences
- Knowledge of oral communication techniques and skill in presentation delivery, programme consultation and credible verbal response to inquiries
- Knowledge of interpersonal relationship practices and skills to meet and deal with persons

of diverse backgrounds.

- Demonstrable proficiency in MS Word, MS Excel, Power Point, data visualization and statistical packages as well as data analysis skills are mandatory.

Personal Abilities:

- Ability to work under pressure, stay on track and meet deadlines.
- Analytical and problem-solving abilities.
- Proven ability to produce precise and intelligible reports and office briefs in line with the requirements of the Africa CDC.
- Able to operate in a multicultural environment

- High level of autonomy at work, yet with profound team-spirit
- Adaptive, patient, resourceful, resilient and flexible
- Pro-active and solutions oriented
- Knowledge of results-based management

Language requirement:

Proficiency in one of the African Union working languages. Knowledge of one or several other working languages would be an added advantage.

Tenure of appointment:

The appointment will be made on a fixed term, of twelve (12) months.

Gender Mainstreaming:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

Remuneration

Indicative basic salary of US\$ 37,453.00 (P3 Step1) per annum plus other related entitlements e.g, Post adjustment (46% of basic salary) US\$17,228.38, Housing allowance of US\$22,932.00 (per annum). Thus a total of US\$77,613.38 per annum plus Gratuity of 15% of Gross salary per annum.

How to apply: Submit your resume, application letter, and relevant documentation to:

- The Administration & Human Resource Office
- African Field Epidemiology Network (AFENET)
- <https://recruitment.afenet.net> and a copy on Email: sec@afenet.net

*ONLY successful candidates shall be contacted for an interview.

**Please note that all applications should be sent online by close of business 5:30 pm (EAT)
Wednesday May 3, 2023**

Note: More details about this position can be obtained from our website: www.afenet.net