



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 Opportunity

Date: Monday January 29, 2024

Position: National Coordinator-Nigeria Stop Polio Programme (NSTOP)

Supervisor: Resident Advisor-NFELTP

Number of vacancies: (01)

Duty Station: Abuja-Nigeria

Nationality: Nigerian

Application Deadline: Friday February 9, 2024

Background:

Established in 2005, AFENET is a non-profit networking and service alliance of Field Epidemiology (and Laboratory) Training Programs (FELTPs), and other applied epidemiology training programs. AFENET has operations in over 40 countries in sub-Saharan Africa, and five countries in the Caribbeans. AFENET is dedicated to helping Ministries of Health in Africa build strong, effective, sustainable programs and capacity to improve public health systems on the African continent. The network's goal is to strengthen Field epidemiology and public health laboratory capacity to contribute effectively to addressing epidemics and other major public health problems in countries where we operate.

The National Stop Transmission of Polio (NSTOP) program, one of AFENET's biggest projects, is a product of a collaboration between AFENET and the US CDC. It was established in July 2012 in response to the National Polio Eradication Emergency Plan to strengthen the Nigeria polio eradication program at the operational level. Implemented through the Nigeria Field Epidemiology and Laboratory Training Programme (NFELTP), the purpose of NSTOP is to provide Nigeria with high quality and culturally competent technical field support staff in high-risk areas to implement the polio eradication emergency plan and strengthen routine immunization.

In advancing the cause for a Healthier Africa, AFENET seeks to fill the position for **National Coordinator-Nigeria Stop Polio Programme (NSTOP)** based in Abuja-Nigeria



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Job Purpose:

The incumbent under the guidance of the NFELTP Resident Advisor will provide management oversight and leadership for NSTOP in liaison with CDC GID leadership based in Atlanta and Nigeria and the AFENET secretariat in Kampala, Uganda.

Major duties and responsibilities:

The NSTOP National Coordinator shall;

- Provide strategic and technical support to all NSTOP program areas
- Participate in the design and conduct of trainings for the NSTOP assignees
- Participate in the selection of NSTOP Consultants
- Participate in the selection of deployment sites for the NSTOP Consultants
- Conduct bi-monthly supervisory and capacity building visits with each NSTOP assignee
- Monitor and evaluate Field work of NSTOP assignees through routine phone and email communication and site visits in their States of assignment.
- Provide logistic and technical support to STOP Field coordinators and assignees
- Foster inter-agency collaboration, partnership on communication on NSTOP and other polio vaccine-preventable diseases.
- Provide updates to the inter-agency team on key activities and outcomes on NSTOP assignees.
- Represent NSTOP Program in meetings with Government and partners
- Provide monthly reports to CDC-GID Project Officer on summary of activities
- Prepare Quarterly reports for NSTOP inter-agency partnership.
- Prepare adhoc reports and presentations for meetings as required
- Assist with development and monitor implementation of protocols prepared by NSTOP assignees.
- Supervise, mentor and evaluate Abuja NSTOP staff, including the Graduate Advisors and the Administrator.

Academic requirements:

- Minimum of a Master of Public Health in Field Epidemiology is preferred. A Master's in Project Planning and Management and advanced training in Vaccinology are an added advantage.
- A minimum of 10 years' experience serving in a similar leadership position in a reputable Organization.
- At least 5 years of prior work experience on immunization activities – preferably polio eradication – or related public health programs working in collaboration with NGOs, UN organizations, Government agencies or Ministries.



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- Chartered Membership to professional organizations and possession of relevant Chartered certifications a must.
- Proven Knowledge of US Government Rules and Regulations is a must.

Knowledge requirements

- Experience in working with the Nigeria EPI program
- Knowledge and experience in the issues of consequential geography,
- Expertise in routine immunization, polio eradication, and Vaccine-Preventable Disease surveillance, plus proven project management skills.
- Knowledge and understanding of local government structures and primary health care systems in Nigeria
- Experience working or interacting with nomadic, hard-to-reach, and/or other migrant communities will be an advantage
- Knowledge and experience on strategies to reach areas with insecurity with immunization services will be an added advantage.
- Knowledge of standard computer software packages with experience in MS Word, MS Excel spreadsheets, MS PowerPoint

Functional Skills:

- Demonstrated project planning and management skills for organizing, planning and executing projects from conception through implementation.
- Excellent leadership skills include the capacity to organize people to achieve a shared goal.
- Proven experience and capacity to create a conducive working environment for staff within the organization.
- Excellent diplomatic, representational, interpersonal and communication skills, including, experience with successfully interacting with stakeholders and decision-makers in technical and other professional settings.

Other Required Skills and abilities

- Analytical approach to work and ability to make quick but balanced decisions.
- Excellent oral and written communication skills.
- Strong attention to detail and an investigative initiative.
- Good time management skills and the ability to prioritize.
- Able to work as part of a team and to build strong working relationships.
- Ability and readiness to travel, as this position involves field supervision.

BENEFITS:

- A competitive remuneration



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TENURE:

- It is important to note that the tenure for this position is four (4) years, however with annual renewals after annual performance assessments, and thereafter this position shall always be re-advertised and opened to competition. The holder too shall be required to re-apply.

How to apply:

All interested candidates are encouraged to send their Application Letters detailing their experiences and skills, Curriculum Vitae, copies of relevant academic documents together with complete contact details of three professional references 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)**

Friday February 9, 2024

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