



AFENET Secretariat
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www.afenet.net

Job opportunities

Date: Monday December 23, 2024

Department: Africa CDC Headquarters

Duty Station: Addis Ababa, Ethiopia

Application deadline: Monday January 6, 2025

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) was officially launched in Addis Ababa, Ethiopia, on January 31, 2017. The Africa CDC is Africa's first continent-wide public health agency and envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency mission is to strengthen Africa's public health institutions' capabilities to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programmes.



The Saving Lives and Livelihoods (SLL) program is a strategic partnership among Africa CDC, the African Union Member States, and the Mastercard Foundation. The main objective of the programme during Phase I was to acquire vaccines against COVID-19 and to vaccinate vulnerable groups as a priority, while reaching millions of other people across the continent. The program also laid the foundations for local vaccine production in Africa, with a particular focus on human capital development and capacity building at Africa CDC. In Phase II of the programme, the partnership has revised its objectives, with a focus on geo-mapping, vaccination of health workers and priority groups, and integrating COVID-19 management into routine immunization. Additionally, the initiative aims to prepare for future pandemics by investing in genomic sequencing, enhancing bioinformatics laboratories, supporting local vaccine, therapeutic, and diagnostic manufacturing, and strengthening the Africa CDC's capacity.

Africa CDC now invites applicants who are citizens of African Union Member States to apply for the following positions for the Saving Lives and Livelihoods Programme.

1. Post

Job title: Public Health Emergency Operations Center (PHEOC) Manager
Number of posts: 1 (one)
Division: Response, Recovery & Rehabilitation
Supervisor: Head of Division Emergency Preparedness and Response
Duty Station: Addis Ababa, Ethiopia

Job Purpose

The Public Health Emergency Operations Center (PHEOC) Manager is responsible for the overall management and coordination of the Africa CDC's Public Health Emergency Operations Center which includes ensuring that the PHEOC is prepared to respond to public health emergencies, coordinating its activities during an emergency, and evaluating its effectiveness.

Main Duties and Responsibilities:

The PHEOC Manager shall:

- Provide technical and intellectual support in the management of various elements related to the area of expertise.
- Identify best practices and monitor the effectiveness of the Office's support to Africa CDC.
- Assist in the development of strategies and business continuity plans and participate in/ensure their implementation.

- Foster and ensure the implementation of initiatives related to the area of specialization.
- Assist in the organization of thematic networks, consultations, and meetings on development cooperation and international relations.
- Develop materials and provide necessary training and support to Organization Units as required.
- Provide technical guidance on matters relating to system review and implementation projects in the area of specialization, as required.

Specific Responsibilities:

- Ensure that the PHEOC is prepared to respond to public health emergencies, including developing and maintaining plans and procedures, training staff, and conducting related exercises.
- Lead and manage the Public Health Emergency Operations Center (PHEOC) team within the Division of Preparedness and Response at Africa CDC.
- Coordinate and oversee the implementation of PHEOC activities, including emergency preparedness, response, recovery, and mitigation.
- Develop and update PHEOC policies, procedures, guidelines, and tools in alignment with the Africa CDC Incident Management System and the International Health Regulations.
- Ensure effective communication and information sharing among PHEOC staff, partners, stakeholders, and Member States during public health emergencies.
- Provide technical guidance and support to Member States and Regional Collaborating Centers on PHEOC establishment, functionality, and performance.
- Monitor and evaluate the PHEOC operations, outputs, and outcomes and report on the progress and challenges.
- Support the Saving Life and Livelihood activities in close coordination with RCCs and national coordinators.
- Manage the PHEOC budget, resources, staff, and equipment and ensure compliance with donor requirements and Africa CDC regulations.
- Represent the PHEOC in internal and external meetings, workshops, trainings, and conferences and advocate for PHEOC priorities and needs.
- Foster a culture of collaboration, learning, and innovation within the PHEOC team and across the Division of Preparedness and Response.
- Coordinate the activities of the PHEOC during an emergency, including ensuring that the necessary resources are available, communicating with stakeholders, and making decisions.

- Evaluate the effectiveness of the PHEOC's response to public health emergencies and make recommendations for improvement.
- Build partnerships with other organizations to support the PHEOC's work, such as the World Health Organization (WHO), the United States Centers for Disease Control and Prevention (CDC), and other international organizations.
- Represent the Africa CDC at regional and international meetings and events related to public health emergency management.
- Publish articles and reports on the PHEOC's work.
- Perform any other duties as assigned by the Director of Preparedness and Response or the Director of Africa CDC.

Qualification and work experience required

- Master's Degree in Public Health, Epidemiology, Disaster Management, or a related field, with at least seven (7) years of relevant work experience, out of which at least three (3) years should be at the supervisory level in public health, with a focus on emergency management.

OR

- Bachelor Degree in Public Health, Epidemiology, Disaster Management, or a related field, with at least ten (10) years of relevant work experience, out of which at least three (3) years should be at the supervisory level in public health, with a focus on emergency management.
- PhD in Public Health or a related field is a plus.
- Experience in coordinating international responses to public health emergencies.
- Experience in writing and publishing scientific articles.
- Experience in networking and building partnerships.
- Proven experience in leading and managing multidisciplinary teams in complex and dynamic environments.
- Experience in strategic planning, program development, budgeting, and resource mobilization for public health emergency preparedness and response.
- Proven experience in coordinating and collaborating with multiple stakeholders, including governments, donors, UN agencies, NGOs, and civil society organizations.
- Technical expertise in public health emergency operations center design, establishment, operation, and evaluation.
- Knowledge of the International Health Regulations (2005) and other relevant frameworks and guidelines for public health emergency preparedness and response.
- Proven ability to manage and coordinate complex projects.

- Experience in managing and operating a PHEOC.

Required skills and Competencies:

Functional skills

- Excellent leadership skills.
- Communication, advocacy, and representation skills for public health emergency issues at regional and global levels.
- Proficiency in any AU working languages; fluency in English and French is highly preferred, while working knowledge of other African languages is an asset.
- Strong analytical and problem-solving skills.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.

Personal Abilities

- Leadership and management abilities. Pro-active and solutions oriented.
- Analytical and problem-solving abilities.
- Ability to build strong relationships internally and with external actors.
- High level of autonomy at work, yet with profound team spirit.
- Ability to work under pressure, with minimal supervision, and in a culturally diverse team.
- Adaptive, patient, resourceful, resilient and flexible

Language Requirement

Proficiency in one of the African Union working languages (Arabic, English, French, Spanish, Kiswahili and Portuguese) is required. 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 contract for a period of one (1) year, of which the first three months will be considered as a probationary period. Thereafter, the contract will be renewed annually subject to satisfactory performance and fund availability.

Gender Mainstreaming

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



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Remuneration

Indicative basic salary of US\$ 37,453 (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, education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10, 000.00 per child per annum), etc. for internationally recruited staff.

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) Monday January 6, 2025.

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