



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: Thursday January 16, 2025

Department: Africa CDC Headquarters

Duty Station: Addis Ababa, Ethiopia

Application deadline: Thursday January 30, 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.



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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 position of **Partnership Management Lead (Saving Lives and Livelihoods Partnership)** for the Saving Lives and Livelihoods Programme.

1. Post

Job title: Partnership Management Lead (Saving Lives and Livelihoods Partnership)

Number of posts: 1 (one)

Supervisor: Head of Division, Partnerships and International Cooperation

Duty Station: Addis Ababa, Ethiopia

Job Purpose

The Partnership Management Lead will be responsible for managing the relationship with implementing partners. The Partnership Management Team Lead will oversee the identification, selection, and onboarding of implementing partners. He/she will work with the Head of Division, Partnerships and International Cooperation, the Programme manager (SLL Programme) and Africa CDC leadership and will focus on building new or maintaining existing relationships with implementing partners.

Main Duties and Responsibilities:

The Partnership Management Lead shall:

- Support the Head of Division, Partnerships and International Cooperation in the identification, selection, and onboarding of partners at continental, regional, and national level.
- Prepare proposals, collaborative agreements, and/or contracts for the engagement of new partners.

- Support the Senior Project Officers and Project Officers during the partner selection process, managing the evaluation of proposals, etc.
- Facilitate negotiations with partners, and track and manage partner performance.
- Actively reach out to organizations to identify and source new implementing partners for the Saving Lives and Livelihoods Programme
- Lead the development of contractual documents, including Contracts for Services and due diligence requirement materials in conjunction with the implementing partners
- Establish and maintain a network of technical and implementation partners with diverse competencies and capacities from both the public and private sectors
- Assist the MasterCard Foundation in performing required due diligence for Africa CDC
- Work with the Technical Assistance Team to ensure implementing partners receive the necessary technical support
- Perform any other relevant duties as requested by the Programme Manager
- Represent Africa CDC in a professional manner, which creates a positive image and enhances the credibility of the organization

Qualification and work experience:

Master's Degree in Public Health, Economics, or Business Administration. Candidates should have a minimum of 10 years of experience with at least 6 years in project/ partnership management and at least 5 years of supervisory role.

OR

Bachelor's Degree in Public Health, Economics, or Business Administration. Candidates should have a minimum of 12 years of experience with at least 6 years in project/ partnership management and at least 6 years of supervisory role.

Required Experience:

a. Functional skills

- Experience in the preparation of partnership engagement strategies, strategic plans, policy and operational guidance, and technical proposals for advancing initiatives and programmes in either public or private sector domains.
- Experience in planning, managing offices, project management, programs and portfolios
- Excellent diplomatic, representational, interpersonal and communication skills, including experience with successfully interacting with stakeholders and decision-makers in technical and other professional settings;

- Excellent technical writing skills, in addition to narrative and financial reporting skills;
- Skills in translating highly technical information into presentations, briefings and report and funding proposals for both technical and lay audiences;
- Excellent negotiation skill
- Excellent computer skills, including word-processing capabilities, proficiency with e-mail

and internet applications, experience in using office software applications such as MS Excel, Power Point and Word;

b. 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.

Remuneration

Indicative basic salary of US\$ 42,879 (P4 Step1) per annum plus other related entitlements e.g. Post adjustment 46% of basic salary (US\$ 19,724.34), Housing allowance of US\$ \$ 26,208.00, 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.



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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)
Thursday January 30, 2025**

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