



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
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www.afenet.net

Job opportunity

Date: Monday March 3rd, 2025

Department: Africa CDC Headquarters

Duty Station: Addis Ababa, Ethiopia

Application deadline: Friday March 14th, 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 **Managing Editor** for the Saving Lives and Livelihoods Programme.

1. Post

Job title: Managing Editor
Number of posts: 1 (one)
Division: Knowledge Management
Supervisor: Editor-in-Chief
Duty Station: Addis Ababa, Ethiopia

Job Purpose

The Managing Editor will be responsible for managing the publication process for a scientific publication of the Africa CDC staff and the JPHIA. This includes working on Africa CDC manuscripts and stories, reviewing articles, and editing articles for the JPHIA, ensuring that all content meets the publication's accuracy, clarity, and style standards. The managing editor will work with writers and contributors to develop and improve the quality of manuscripts submitted to the JPHIA and manuscripts developed by Africa CDC members. This may involve providing feedback, brainstorming ideas, or helping to shape the overall direction of the manuscript. The managing editor will work with the editor-in-chief of the JPHIA to develop and implement editorial policies and procedures. This ensures that the publication is consistent in its standards and practices. The managing editor will promote publications of JPHIA and its content on various platforms. This may involve writing press releases, promoting the scientific outputs of the journal on social media platforms, attending conferences, or giving presentations. The managing editor will need to stay up to date on industry trends and best practices, to ensure that the JPHIA is providing the best possible content to its readers. The managing editor will work with all relevant JPHIA teams, including the publisher, to enhance the quality of the journal and increase its impact.

The managing editor will work with the publisher to ensure that the JPHIA publications are indexed in various international indexing services such as PubMed and Scopus.

Key Responsibilities:

The Managing Editor shall perform the following key responsibilities:

- Ensure the relevance, scientific quality, scientific integrity, and balance of content for the Journal of Public Health in Africa.
- Manage the journal's peer-review, copy-editing and other publication processes to ensure efficient, timely and high-quality publishing.
- Ensure compliance to the journal's publishing policies and guidelines.
- Supervise the activities of the journal's publishing staff and the activities of the editorial board.
- Develop and implement a strategy to promote interest in and influence of the journal through different strategies.
- Coordinate communications with authors, reviewers and the editorial board, ensuring that they participate actively in the publication process.
- Support write-up of manuscripts by Africa CDC staff members
- Review manuscripts developed by Africa CDC staff members
- Work with the editor-in-chief of the JPHIA to develop and implement editorial policies and procedures
- Work with the publisher to ensure that the JPHIA publications are indexed in various international indexing services such as PubMed and Scopus.
- Perform other duties that may be assigned by the Editor in Chief.

Qualification and work experience:

- Master's degree in Public health, Epidemiology, other health sciences, Journalism, Mass Communication, Communication, Languages, Media Studies, or related fields with ten (10) years' experience, 5 of which should be at expert/managerial level and 3 years in a supervisory role
OR
- Bachelor's degree in Public health, Epidemiology, other health sciences, Journalism, Mass Communication, Communication, Languages, Media Studies or related fields with twelve (12) years' experience, 6 of which should be at expert/managerial level and 3 years in a supervisory role.
- 3 years at expert level in editing academic books, journals, or magazines, with a proven track record of quality and impact is required
- A PhD degree in the above-mentioned disciplines is an added advantage.

Required Experience:

- Experience in organizations at regional or international level is required
- Strong knowledge and exposure to the subject matter, industry trends, and best practices is desirable
- A track record of publications in reputable journals is required.
- Demonstrable experience and in-depth knowledge of the Africa CDC or a similar organization's operations is a valuable asset.
- Experience as a member of a section editor or editorial team for a scholarly journal shall be advantageous

Required skills and Competencies:

- Excellent writing and editing skills, with a keen eye for detail, accuracy, and consistency.
- Ability to work under pressure, prioritize tasks, and meet deadlines.
- Leadership and communication skills, with the ability to collaborate with internal and external stakeholders.
- Creativity and innovation, with the ability to generate new ideas and approaches.
- Familiarity with publication ethics and guidelines.
- **Strategic Insight:** Assesses and links short-term, day-to-day tasks in the context of long-term business strategies or a long-term perspective; considers whether short-term goals will meet long-term objectives.
- **Developing Others:** Provides coaching to staff to assist them in meeting performance expectations and development goals. Gives specific feedback for developmental purposes on a regular basis.
- **Change Management:** Develops new approaches and takes calculated risks in trying something new. Fosters a climate in which others feel safe to contribute their suggestions.
- **Managing Risk:** Takes moderate risks in pursuing new ideas that will enhance a project. Makes decisions with potential negative consequences.
- **Building Relationship:** Establishes a wide network of internal and external contacts that enables the individual to gather information and utilize the strengths and abilities of others in order to enhance organizational and personal performance.
- **Foster Accountability Culture:** Anticipates obstacles realistically and plans for contingencies – creates plans that factor in time for unexpected problems and uncertainties.
- **Learning Orientation:** Develops and monitors the implementation of learning and development plans for the team. Establishes mechanisms to facilitate and encourage knowledge sharing in own area.

- **Communicating with Influence:** Projects authority and credibility and makes impact. Communicates in a clear, to-the-point and convincing manner in order to inform or influence opinions of others. Presents the key points of the argument persuasively.
- **Conceptual Thinking:** Makes multiple casual links, analyses relationships among several parts of a problem or situation. Anticipates obstacles and thinks ahead about next steps.
- **Job Knowledge and Information Sharing:** Identifies opportunities, methods and approaches for delivering value through improved information management. Delivers relevant knowledge and information in most appropriate form.
- **Drive for Result:** Sets team goals and focuses work to meet goals that are a definite stretch, but not unrealistic or impossible. Delivers to specific goals and improves performance.
- **Continuous Improvement Orientation:** Improves performance by doing something that may be new and different in the organization, but not necessarily new to the public sector.

Leadership Competencies

- Strategic Perspective
- Developing Others
- Change Management
- Managing Risk

Core Competencies

- Building Relationships
- Foster Accountability Culture
- Learning Orientation
- Communicating with impact

Functional Competencies

- Conceptual Thinking
- Job Knowledge and information sharing
- Drive for Results
- Fosters Innovation

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.



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Tenure of Appointment

The appointment will be made on a fixed term contract, 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.

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)
Friday Marh 14th, 2025**

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