

GAVI JOB DESCRIPTION

Position title:	Junior Programme Officer (JPO), Country Health Systems
Position type:	Initially one year (renewable for the 2nd year with a consent with the Government of Japan and Gavi)
Location:	Geneva
Purpose of the position:	Provide day-to-day management support to Senior Managers in designing, implementing and monitoring Gavi grants to strengthen health systems and sustainably reach every child with immunisation
Department:	Health System & Immunisation Strengthening (HSIS)
Reports to:	Head Health Systems Planning, Management and Performance
Career step level:	3

Gavi, the Vaccine Alliance is a public-private partnership committed to saving children's lives and protecting people's health by increasing equitable use of vaccines in lower-income countries. The Vaccine Alliance brings together implementing country and donor governments, the World Health Organisation, UNICEF, the World Bank, the vaccine industry, technical agencies, civil society, the Bill & Melinda Gates Foundation and other private sector partners. Gavi uses innovative finance mechanisms, including co-financing by recipient countries, to secure sustainable funding and adequate supply of quality vaccines. Since 2000, Gavi has contributed to the immunisation of more than one billion children and the prevention of more than 15 million future deaths.

Every year, the Alliance provides hundreds of millions of dollars in health system strengthening (HSS) grants and technical support to help countries strengthen their health systems and immunisation programmes and achieve sustainable improvement in the coverage and equity of immunisation. The HSIS team works closely with other Secretariat teams, especially the Country Support team, and a diverse range of Alliance partners (especially WHO and UNICEF) to help countries design and implement this support. Within the Secretariat, the team leads work with partners to develop programmatic approaches in areas including equity, supply chain, data, demand, gender, community engagement, immunisation workforce and programme management; provides hands on support to help countries and Secretariat teams design Gavi's grants; and to monitor performance and capture and disseminate lessons learned.

The Health Systems Planning, Management & Performance sub-team within HSIS, brings together several existing functions from across the Secretariat. It works with Senior Country Managers (SCMs) and partners to ensure that Gavi's grants are strategic, data-driven and contribute to strengthening the equity and sustainability of immunisation programmes. The sub-team includes Senior Managers, Health Systems (also known as HSIS Focal Points), who provide dedicated health systems expertise and support to SCMs and countries to help ensure that all Gavi support is used strategically and effectively to reach zero-dose children and missed communities and strengthen health systems.

THE ROLE

The JPO, Country Health Systems will provide support to HSIS Focal Points, to ensure that countries receive high-quality strategic guidance and technical input in planning, implementing and monitoring Gavi support to enhance equity and sustainability of immunisation programmes and strengthen health systems. Additionally, the JPO, Country Health Systems will help monitor progress on Gavi HSS investments to address challenges and course correct as needed and coordinate the development and dissemination of HSS country stories, create innovative communication formats, and support knowledge-sharing initiatives.

MAIN DUTIES/RESPONSIBILITIES

Technical Support:

- Analyse country level HSS grant data to support HSIS Focal Points and Secretariat country teams to drive new thinking and innovative approaches to enhancing the equity and sustainability of immunisation programmes and strengthening health systems.
- Analyse data and produce evidence to support Head PPMP & HSIS Focal Points to enable strategic discussions on HSS approach and HSIS grant support with internal and external stakeholders, including administrative support to cross-agency working groups, as required.
- Where relevant, support HSIS Focal Points in managing FPP/EAF Facilitators' contracts for technical assistance for HSS related grant design. Review deliverables and milestones ensuring high-impact activities, aligning to country plans and targets.
- Under guidance of Head PPMP and HSIS Focal Point independently support Gavi portfolio in 1-2 countries.

Monitoring and Learning:

- Participate and support HSIS Focal Points in select country monitoring missions, Joint Appraisals. This will include analysis of progress on HSS allocations and disbursements, funding decisions against key programmatic criteria and re-allocation of grants as necessary.
- Assist Senior Manager M&L in the systematic tracking and analysis of country HSS grants in accordance with Gavi 5.1 objectives.

Communication and Knowledge sharing:

- Document best practices in innovative approaches undertaken by countries to improve the equity and sustainability of immunisation programmes funded by HSS and Equity Accelerator Funding (EAF) grants.
- Support HSIS Focal Points in knowledge management of key programmatic trends, best practices, and challenges/risks and assist in disseminating key findings to key stakeholders including countries.
- Support HSIS team in dissemination of relevant HSS country stories and contribute to a culture of continuous improvement.

Note: The essential functions listed in this section are not exhaustive of the job responsibilities; other duties may be assigned consistently with the department needs.

QUALIFICATIONS

ACADEMIC

- University degree in Public Health, Social Sciences, Health Systems or related fields is required;
- Advanced degree in Monitoring and Evaluation is an asset.

WORK EXPERIENCE

- Minimum 5 years of experience in roles related to health policy/health systems, immunisation, designing and implementing strategic-programmatic projects in development, public health, healthcare or private sector;
- Proven experience working in diverse, multi-partner environments;
- Experience working at both global level and in lower middle income countries is required, including at least 1 year based in a Gavi-supported country working on strengthening health systems and/ data availability and use;
- Demonstrable experience in strategic programme design, project management, managing relationships and multi-stakeholder task forces.

SKILLS/COMPETENCIES

- Structured strategic thinking with strong knowledge of Global Health and development.
- Exceptional people skills including relationship development with mid-level management; ability to influence both within and outside of formal hierarchical structures.
- Excellent quantitative and qualitative analytic skills, with ability to evaluate and synthesise complex challenges. A utilisation-focused approach with demonstrated ability to deliver evidence for learning, decision making and planning.
- Excellent quantitative and qualitative analytic skills, with ability to evaluate and synthesise complex challenges.
- Focus on data use with demonstrated ability to deliver evidence for learning, decision making and planning.
- Excellent writing, presentation and communication skills.
- Ability to work in a multicultural environment and establish working relationships with multiple teams and demonstrated ability to work across multiple, multicultural teams and organisations in pursuit of a common goal.
- Ability to work independently, under pressure, demonstrating initiative and flexibility. High sense of responsibility, efficiency, reliability and results-focus.

LANGUAGES

- Written and spoken fluency in English.
- Fluency in French other languages of Gavi-supported countries an asset

CONTACTS

- All Gavi Secretariat teams
- Gavi Alliance partners, including UNICEF, WHO, civil society, and academic institutions.
- Implementing country governments
- Gavi donors