

ADVERT- DEPUTY CHIEF OF PARTY

Access to Health Zambia (A2HealthZ), formerly Catholic Medical Mission Board Zambia (CMMB Zambia), is a faith-based, local organisation whose mission is to provide long-term, co-operative medical and development aid to communities affected by poverty and healthcare issues. Access to Health Zambia is inviting applications from suitably qualified individuals with relevant experience for the following key position aimed at contributing to the strategic vision of the USAID funded Empowered Children and Adolescents Program I (USAID/ECAP I).

About the project

The USAID Empowered Children and Adolescent Program I (USAID/ECAP I) works to mitigate against the impact of HIV and improve the health and well-being of Vulnerable Children and Adolescents (VCA) through the delivery of high-impact, evidence-based, and age-appropriate interventions with a family-centered, customized approach for each VCA sub-population. The activity is being implemented by Access to Health Zambia in partnership with Grassroots Soccer (GRS), and the Catholic Medical Mission Board Inc.

Access to Health Zambia has been implementing the USAID project, Empowered Children and Adolescents Program I (USAID/ECAP I) since September 30, 2020. The project will continue and is scheduled to end on September 29, 2025. USAID/ECAP I seeks to improve the social and health outcomes of vulnerable households in the high HIV burden districts of Chingola, Kitwe, Luanshya, Ndola, and Mufulira in Copperbelt province, Solwezi in North-Western province, Kasama and Mbala in Northern Province and Mansa and Nchelenge in Luapula province in close collaboration with the Government of the Republic of Zambia (GRZ) through the Ministry of Health and other line ministries.

Job Title: Deputy Chief of Party

Location: Ndola

Reporting to: Chief of Party

Job overview

The Deputy Chief of Party (DCOP) will be responsible for the overall technical oversight of the USAID ECAP I program. The DCOP will take a leadership role in ensuring technical implementation of high impact interventions and ensuring the project meets desired goals and deliverables.

Key Roles and Responsibilities

- Overseeing technical and operational functions for achieving project goals and deliverables.
- Supervising project technical personnel, consultants and volunteers

- Develop and maintain strategic programmatic relationships, effectively coordinate and collaborate with key project stakeholders, such as donors, partners and government ministries
- Oversee capacity building efforts for project staff including those for sub-partners
- Monitoring project activities for results or potential problems and providing recommendations to address them.
- Lead in documentation of successes, challenges and lessons learned with focus on improving program delivery.
- Oversight in preparation of monthly activity schedules, project reports and ensuring that they are submitted on time.
- Overseeing the development of the annual implementation plan, budgets, and other deliverables per donor requests in collaboration with other key personnel.
- Ensuring compliance with the terms and conditions of the USAID ECAP I Contract
- Ensuring that managerial, administrative, and financial procedures comply with donor policies, rules and regulations and Access to Health Zambia policies and procedures.

Required qualifications and experience.

- Master’s degree or its equivalent in Public Health, development studies, project management or related field.
- At least 10 years experience in managing donor-funded and/or other development programs related to health or international development with demonstrated experience in leading teams to achieve development results.
- Prior experience as Deputy Chief of Party or senior position on USAID-funded projects with strong knowledge of USAID rules and regulations is highly desirable.

Applicant instructions

All interested candidates who meet the above criteria are encouraged to send their application letters with copies of their most recent curriculum vitae with at least three traceable references to cmmbzamhr@cmmb.org. The closing date for receiving applications is 24th May, 2024.

Only shortlisted candidates will be contacted for an interview.

Access to Health Zambia is committed to the prevention of harm, and to promote the health and wellbeing of children and vulnerable adults. All Access to Health Zambia staff, partners, volunteers, beneficiaries, and affiliates are expected to abide by ALL Access to Health Zambia safeguarding policies. Access to Health Zambia is an equal opportunity employer.