



JOB DESCRIPTION

POSITION: Chief of Party, Alive & Thrive/Ethiopia

LOCATION: Addis Ababa, Ethiopia

Description:

Alive & Thrive (A&T) Global Background

Alive & Thrive (A&T) is an initiative to save lives, prevent illness, and ensure healthy growth and development. Good nutrition in the first 1,000 days, from conception to two years of age, is critical to enable all children to lead healthier and more productive lives. Alive & Thrive is scaling up improved infant and young child feeding (IYCF) and maternal nutrition through large-scale programs in several countries in Asia and Africa and through strategic technical support and the dissemination of innovations, tools, and lessons learned worldwide. Alive & Thrive is funded by the Bill & Melinda Gates Foundation (BMGF) and the governments of Canada and Ireland. The initiative is managed by FHI 360.

New Program Summary (2017 - 2020)

A&T's new Social Behavior Change (SBC) program will be the cornerstone of BMGF's Ethiopia Nutrition Country Plan. It aims to advance the Government of Ethiopia (GOE)'s Health Sector Transformation Plan (HSTP) in line with the Ethiopia Integrated Health Plan (EIHP) of BMGF by strengthening systems to deliver Maternal, Adolescent, Infant and Young Child Nutrition (MIYCN) interventions. It will help build an enabling environment for improving MIYCN practices, and generate demand to facilitate optimal service utilization and social behavior change.

A&T will provide systems-building, technical, and analytical support to the Ministry of Health and other ministries responsible for implementation of the NNP such as the Federal Ministries of: Agriculture and Natural Resources (FMOA&NR), Livestock and Fisheries (FMOL&F) and Labor and Social Affairs (FMOL&SA), to deliver a comprehensive, high quality, and geographically tailored package of nutrition-specific and sensitive services. Adding to the A&T experience, frameworks, innovations, and results of earlier phases, this investment will capitalize on new data and emerging trends in Ethiopia, facilitate expansion in scale, and generate new evidence so that the benefits of maternal nutrition, breastfeeding, and complementary feeding improvements can be experienced nationwide. The program overall will broadly include:

- **National level systems strengthening.** We will assess the strengths and gaps in key sub-systems, particularly human resources, nutrition service delivery and use of data. Findings of assessments will be followed by building the capacity of nutrition personnel, including job description, workflow, capacity to use data strategically for monitoring and program purposes, and nutrition pre-service needs. We will also conduct assessments around critical system components of pharmaceuticals and supplies, leadership and governance, HMIS and use of data from a nutrition lens and suggest how we can strengthen the various Maternal, Infant and Young Child Nutrition (MIYCN) components at national and regional levels.



- Follow up of locally adapted strategies in up to 3 regions (including Amhara). This will consist of support provided to regional teams to strengthen the government's Community-Based Nutrition program and to design models for operationalizing the government's *Comprehensive Integrated Nutrition Services* strategy at the health center and health post levels, application of solutions identified under national systems strengthening (1 above), links with agriculture and social protection as needed, and generating demand for MIYCN through mass media and community mobilization strategies. The aim of regional follow up from A&T is to align with national initiatives such as the Seqota Declaration and the SURE project and to draw key lessons for improving upon frameworks, processes and tools to be fed back into national system for scaling up MIYCN programs and strengthening efforts.
- Proof of concept around maternal and adolescent nutrition. Two critical gaps in our current set of interventions relate to the nutrition of pregnant women and adolescents. Research shows that an individual's life time nutrition foundation is laid down before birth. The nutrition of a mother before conception may be as important as during pregnancy. We will design, implement and evaluate 2 small- scale field programs to develop locally relevant intervention packages: one for maternal nutrition and one for adolescent nutrition. The sites for these proof of concept activities are to be determined. We propose to test inter-sectoral linkages for ensuring dietary diversity, and nutritional adequacy by overlaying health systems strengthening and SBC with agricultural projects that focus on production or livestock.

Job Summary / Responsibilities:

Chief of Party (COP) for Alive & Thrive (A&T) Project in Ethiopia leads the project and is responsible for achieving the project's vision and strategy, overseeing project direction, directing the project technical team, and managing critical relationships with national and international partners and other key stakeholders. COP has overall programmatic and fiscal responsibility for the project, including achieving project results, effectively communicating accomplishments, making financial reports, and ensuring compliance with donor and the organization's regulations ensuring quality and timeliness of deliverables. The position is based in Addis Ababa, Ethiopia.

Accountabilities:

Strategy development, implementation and monitoring

- Support the development and execute overall project strategy and work plan and track and achieve project results.
- Ensure activities are implemented and monitored within the work plan, on time, on budget and to a high professional standard.
- Ensure the timely and complete submission of all work plans, progress reports, performance reports and responses to donor requests for performance, success stories, and financial and procurement information for the program.

Management, procurement



- Recruit, supervise, mentor, and motivate project team which includes senior management staff from multiple disciplines; actively work on team-building and inclusion to ensure productive staff within country office and in communication and work with HQ. Oversee execution of the organization's personnel policies and ensure that policies and procedures are clearly communicated to staff, and are respected.
- Provide oversight for the project's financial and procurement management and reporting systems and ensure that they are in line with the organization's policies and procedures and donor rules and regulations.
- Oversee project budget development and undertake regular analysis of project expenditure, sub-awards and lead the preparation of budget amendments/modification; review and monitor program budgets vs. actual expenditures including Life of Project (LOP) and Field Office Financial Reports and Monthly Expense Reports received from the organization's headquarters.
- Maintain productive communication and team relations within country office and with HQ teams to achieve the above.

Technical support and knowledge management with partners and donors

- Develop and maintain strong, collaborative relationships with government federal and regional entities to support project implementation.
- Provide technical and program input and direction to the Ministry of Health and other government ministries and units, NGO offices and programs, international donors, and other partners as necessary.
- Coordinate with other donor implementing partners on common objectives and activities, as needed.
- Maintain a strong and wide network with key partners and stakeholders in assigned area, and ensure that the project is represented on appropriate steering and advisory groups. This includes providing regular briefings and updates to relevant parties, and contributing to positive and smoothly functioning relationships with external partners, including international donors and national implementing partners.

Problem Solving & Impact:

- High-level analytical skills to identify appropriate courses of action.
- Identifies potential risks to portfolio execution and recommends corrective actions.
- Takes decisions and actions that have a significant impact on management and division operations.
- Resolves problems encountered that are complex and highly varied.
- Exercises judgment to meet business strategies and develops objectives that align with organizational goals.

Supervision Given/Received:

- Leads coordination of resources for ongoing projects across functional areas and addresses/resolves project issues.
- Sets goals and budgets for projects and leads teams in achieving strategic goals.



- Provides Program Management leadership on complex and cross functional programs as needed.
- Facilitates team discussions within country office and with HQ to ensure successful outcomes.
- Reports to A&T HQ senior leadership.

Travel Requirements:

- 25-40%

Qualifications:

- Master's Degree or its International Equivalent - Health Social Behavior Change Communications, Public Health, Nutrition, Behavioral, Life/Social Sciences International Development, Human Development or Related Field.
- PhD or D.Ph. preferred
- Typically requires 15 years with project management experience, preferably in nutrition and social behavior change projects, with at least 3 years' experience working in Ethiopia. Expertise in advocacy and monitoring and evaluation a plus.
- Typically requires a minimum of 5 years of Chief of Party or equivalent experience on international, government funded sector and/or value chain development projects.
- Demonstrated experience in project management and implementation desired.
- Demonstrated experience in working with FMOH and government sector critical.
- Experience working across multiple sectors, especially with and/or knowledge of agriculture and food security and social protection programs preferred.
- Excellent management, communication, and organization skills are required.
- Must be able to read, write, and speak fluent English; fluency in Amharic language preferred.

Applied Knowledge & Skills:

- Comprehensive technical (MIYCN) and program knowledge and application of theories, concepts, and practices with project management, process development, social and behavior change program design and implementation, especially in advocacy, interpersonal communication and community mobilization, systems strengthening and performance improvement, mass communication, and rigorous monitoring, evaluation and operations research.
- Strong time-management, multi- tasking and organizational skills.
- Excellent oral and written communication skills in English and Amharic (preferred)
- Strong critical thinking and problem solving skills to plan, organize, and manage resources for successful completion of projects.
- Excellent and demonstrated public relations, interpersonal relations, public speaking, and diplomacy skills required.
- Ability to take initiative and focus on results.
- Ability to learn new skills and systems, with an entrepreneurial work ethic and gain respect among staff and stakeholders.



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This job description summarizes the main duties of the job. It neither prescribes nor restricts the exact tasks that may be assigned to carry out these duties. This document should not be construed in any way to represent a contract of employment. Management reserves the right to review and revise this document at any time.

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