Cameroon Jobs Expertini®

Program Officer, CSO Capacity Strengthening

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Company: Clinton Health Access Initiative, Inc.

Location: Cameroon

Category: business-and-financial-operations

Overview

CHAI seeks two highly motivated individuals with excellent analytical ability, strong communication and advocacy skills for the role of Program Officer, CSO Capacity Strengthening. This role requires strong organizational and communication skills, as well as the ability to work effectively with diverse partners and stakeholders in the pursuit of sustainable impact.

Reporting to the Program Manager Vaccines, HPV–CSOs, the Officers will play a critical role in supporting multiple CSOs to optimize their performance management via strengthening of their organizational capacity, sustainability planning, and resource mobilization efforts. The Officers will provide CSOs with adequate support, capacity building and strengthening required to optimize advocacy, sensitization and communication with religious authorities and traditional leaders, to leverage their influence over communities to foster an immunization friendly environment needed to drive the uptake of RI vaccines (the HPV vaccine included) thus improving outcomes for key immunization indicators in Cameroon.

This position will be based in Yaoundé, with frequent local travel. The duration of the assignment will be for a period of 12 months renewable, contingent on performance and the availability of funding.

If you are passionate about making a sustainable impact on public health, specifically in the field of vaccines, and possess the skills and qualifications outlined above, whatever your background, we invite you to apply for this exciting opportunity.

Responsibilities

Conduct a comprehensive assessment of each CSO's current organization structure, resources, and capacity for sustainability planning.

Organize workshops to educate the target CSOs on the concept of sustainability planning and its importance in achieving long-term impact.

Provide training on sustainable resource mobilization, fundraising strategies, and partnership development (including facilitating connections between CSOs and potential partners such as businesses, government agencies, and other non-profits.

Support CSOs in developing tailored sustainability plans, outlining strategies for generating resources, securing diversified funding sources, maintaining community engagement beyond the project's duration, and ensuring the continuation of immunization support initiatives beyond the project's duration.

Ensure communication and alignment of activities across government and partner stakeholders and across other CHAI programs to ensure coordination and successful execution.

Work with CHAI's technical teams and Program Manager(s) to develop and implement a coordinated program of support.

Support capacity building of key government functionaries on relevant competencies for sustained ownership and delivery.

Prepares technical notes and submits for review.

Prepare, review and initial sign off participants statement of payments and follow up on timely payment of participants.

Prepares and submits expense and activity reports within three days of completion of field activity.

Perform other responsibilities as requested by program leadership.

Qualifications

Bachelor's degree in Management, International Relations, Public health, Social Sciences, or related discipline with 2 years' work experience. Master's degree in a related field will be an added advantage.

Experience working in public health organization, management consulting, development sector, pharmaceutical, biotechnology or medical device industry or similar fast-paced, output-oriented environments.

Exceptional analytical (qualitative and quantitative) skills with high level of proficiency in Microsoft Office, particularly Excel, PowerPoint, and Word and Tableau or Power BI.

Entrepreneurial mindset, including ability to work independently, self-motivate, and propose and implement new initiatives.

Exceptional communication (written and verbal), interpersonal and stakeholder management capabilities. Demonstrated ability to build strong professional relationships with a range of stakeholders in a challenging, multi-cultural environment.

Ability to think strategically, handle ambiguity, manage multiple priorities, and problem solve in a fast-paced, limited-structure, multicultural environment.

Ability to absorb and synthesize a broad range of information, especially clinical, scientific, and technical manufacturing information.

Willingness to travel extensively especially within program geographies.

Excellent command of the English language and working proficiency in French.

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