

## **Chief of Party, Breakthrough ACTION-Kenya**

### **Background**

Breakthrough ACTION is a cooperative agreement funded by the United States Agency for International Development (USAID) to lead its social and behavior change programming around the world. Led by the Johns Hopkins Center for Communication Programs (CCP), Breakthrough ACTION partners include Save the Children, ideas42, Think Place, Camber Collective, the International Center for Research on Women (ICRW), and Viamo.

CCP is recruiting a Chief of Party for a two-year USAID/Kenya/PMI funded project, Breakthrough ACTION Kenya. BA-Kenya is a malaria program designed to manage implementation of high-quality activities that influence positive behavior change to protect at-risk populations from preventable malaria morbidity and mortality. The project will also strengthen the institutional and technical capacity of the Division of National Malaria Program (DNMP) to design, implement, evaluate, and coordinate effective social and behavior change (SBC) programs.

As Chief of Party (CoP), s/he will provide the strategic direction for the program. S/he will oversee field office staff and operations of the Breakthrough ACTION Kenya project, providing management and oversight of all technical, administrative, operational, and financial aspects. S/he will provide strategic direction for the development, implementation, and monitoring of project activities and ensure timely activity implementation.

S/he will proactively engage with a broad range of donors and implementers in advancing the practice of SBC. S/he will represent Breakthrough ACTION Kenya to USAID/PMI and the Government of Kenya and cultivate open and collaborative relationships with the management team at the USAID/Kenya Mission/PMI as well as with other USAID/PMI-funded implementing partners and other relevant stakeholders. S/he will ensure compliance with USAID/PMI, Johns Hopkins University (JHU), and Breakthrough ACTION processes and regulations.

**Essential Duties and Responsibilities** include the following.

### **Program Management**

- Lead, oversee, act as technical expert for Breakthrough ACTION Kenya.
  - Envision, design, and initiate program activities according to the program's goal and in alignment with USAID/PMI and DNMP
  - Produce and edit documents, work plans, reports, and presentations
  - Lead budget development and resource allocation decisions
  - Oversee staffing, roles, and level of effort to meet program goals
  - Facilitate effective communication and collaboration between program, finance, and administrative staff to ensure team functioning to meet program goals

- Lead engagement with internal and external partners, including but not limited to USAID/PMI, and their implementing partners as well as DNMP and County level health teams.
- Ensure adherence to JHU, CCP, and donor rules, regulations and policies
- Lead process of using data to inform strategies, work plans, and program direction
- Put in place tools, processes, and structures to ensure excellence in programs, products, and deliverables to meet program goals

### **People Management**

- Manage the team effectively to meet program goals
- Supervise, coach, and mentor staff
- Oversee and ensure the quality of work produced by staff or team. Develop processes, tools, and routines that ensure the quality of work
- Operate in compliance with all JHU policies

### **Technical Work**

- Oversee high level strategy design and implementation
  - Lead and build staff capacity in technical work
  - Generate and envision new activities, ideas, frameworks, and strategies that further high-level goals
- Lead in-country technical activities, including trainings, workshops, and program support, independently
- Demonstrate technical expertise in relevant technical areas (i.e. SBC, knowledge management, health areas) and build capacity in others.
- Ensure project integrity technically, administratively and financially
- Demonstrate high level technical communication, including writing reports, creating and giving presentations, and facilitating trainings or group discussions
- Ensure excellence in programs, products, and deliverables to meet program goals

### **Minimum Qualifications (Required)**

- Master's degree (M.A., MHS, MPH) required.
- Ten (10) years related experience required.
- Additional relevant experience and/or training may substitute for some education.
- Ability to work in Kenya.

### **Preferred Qualifications**

- At least twelve 12 years' experience with SBC programs, including relevant field experience, strongly preferred
- Proficiency in Swahili

### **Special Knowledge, Skills, and Abilities**

- Demonstrates exceptional leadership abilities
- Deep applied experience in Social and Behavior Change (SBC) management

- Experience with SBC in malaria. Experience in other health areas is a plus.

**To apply**

- Send an email to [breakthroughactionkenya@gmail.com](mailto:breakthroughactionkenya@gmail.com)
- The subject line of your email should include the job title
- Attach your CV and a list of the contact information (email addresses and phone numbers) of three references (including your most recent employer)
- Applications should be addressed to the following address: The Hiring Manager/Team Lead Breakthrough ACTION Kenya
- The deadline for submission of applications is June 20, 2020 at 4pm. However, due to the urgency of some of these positions, interview will be arranged on a rolling basis and Breakthrough ACTION Kenya may offer some posts before the closing date.
- Please note that only qualified and shortlisted applicants will be contacted.
- These positions are contingent on funding from USAID and as such Breakthrough ACTION has the right to cancel this notice without applicants consent.