

Job description

Job title	Team Leader: Technical Assistance towards Primary Health Care Financing in counties
Location	Kenya - National and County levels
Reporting to	Kenya Country Representative
Responsible for	Core project team
Liaison with	Client, county consultants, STTA expert pool, wider project team and Options Nairobi and London Offices
Hours	Full time, 35 hours per week
Type of contract	12 months fixed term contract – Project dates expected to be June/July 2021 – June/July 2022
Organisation	
<p>Options Consultancy Services Limited is a leading global health consultancy established in 1992 as a wholly owned subsidiary of MSI Reproductive Choices (formerly Marie Stopes International). We manage health programmes that ensure vulnerable women and children can access the high-quality health services they need. We work with partners to co-create and implement locally informed solutions to complex health problems. This includes governments, development partners, NGOs, civil society and health workers. Our programming is flexible, evidence-based and politically informed. This means we adapt to changing contexts, use data to inform our decisions and ensure our approach is appropriate. Our focus is always on building local skills and systems that last.</p>	
Main purpose of job	
<p>In the context of changes to the health financing landscape impacting Primary Health Care (PHC), there is a need to ensure effective coverage of PHC services is maintained, and where possible, improved upon. In this context, the World Bank is looking for a firm to support selected counties address public financial management (PFM) and health financing challenges that have the potential to impact on service delivery. This technical assistance (TA) will be directed towards supporting county governments to plan and address their key financing challenges in an effort to ensure continuity and minimal impact on service delivery. Options Consultancy Services is preparing a proposal for the World Bank to deliver this programme.</p> <p>Options is seeking a Team Leader to provide strategic leadership and oversight of this technical assistance programme. The programme will provide TA to 18 counties over a 12-month period in the following areas: (i) ensure awareness of the health financing transition and the need to maintain and improve on service delivery; (ii) identify potential, alternative sources of revenue for health that counties can effectively access and allocate towards PHC; (iii) identify the governance and institutional arrangements that facilitate or hinder county abilities to mobilise revenue to support PHC activities and potential mechanisms to address them; and (iv) based on findings from iii, support counties to monitor progress towards addressing these challenges and respond to consequences of the transition.</p> <p>We are seeking a leader, with strong knowledge of the health financing landscape in Kenya, an awareness of the opportunities and challenges presented by Kenya's devolved context, and experience in the development and implementation of strategies to strengthen domestic resources in the health sector.</p> <p>The Team Leader is responsible for the overall strategic leadership, managerial oversight and technical direction of the programme. S/he will lead a team of technical experts and administrators and serve as the</p>	

key point of contact for the World Bank, government, programme consortium partner, and other stakeholders. The Team Leader will report to the Kenya Country Representative based in the Options Nairobi office and work closely with Options' management and administrative colleagues. Coordinating the inputs of a team of technical experts from Options and partners, s/he will ensure that programme objectives, outcomes, and deliverables are met and that financial, operational, and reporting requirements of the donor are adhered to.

Confirmation of the role is subject to Options' proposal to the World Bank being successful, as well as the funder's approval of the candidate to the position.

Main duties

Strategic leadership and technical expertise

- Provide high-level technical expertise and inspiration across the programme to guide effective implementation.
- Lead the overall programmes strategic plan and implementation, and oversee the monitoring, evaluation and learning aspect of the programme.
- Ensure that programme strategies and approaches are aligned with the best available international evidence and best practices in health financing and public financial management approaches.
- Ensure there is appropriate functioning governance of the programme across consortium members including development of TORs and operational guidelines.
- Ensure the programme is forward looking and horizon scanning to enable proactive and adaptive responses to changing external contexts.

Programme and financial planning and management

- Oversee the implementation of a project cycle management plan that sets out responsibilities for the quality assurance of all aspects of the programme.
- Identify, monitor, and manage any risks to the programme's results.
- Quality control and input into all the programme's technical outputs and deliverables, ensuring that these are produced on time, to a high quality and in line with programme's objectives.
- Lead the regular contract management performance exercises as per funder requirements, working closely with the Options Programmes Department.
- Oversee the programme's budget to ensure that the programme's financial objectives are achieved, including payment by results and Value for Money.
- Act as a security focal point for the programme (as required).

Team management and mentorship

- Review and update as required the programme organogram to ensure that the project is fully staffed and oversee local staff and hiring within delegated authorities.
- Ensure that robust systems are used for contracting, managing, and ensuring the quality of deliverables from consultants and other subcontractors.
- Establish a Senior Management Team, develop TORs for the same and lead regular Senior Management Team meetings and ensure actions are followed up.
- Mentor, coach, and support staff to ensure they are motivated and performing; conduct regular appraisals of the team (annual appraisals and bi-annual reviews) in line with Options processes.
- Participate in Options' Team Leader meetings and liaise regularly with the Kenya Country Representative.

Communication, representation and influencing

- Oversee relations with client, government, counterparts, and consortium partners.
- Apply diplomacy, influencing and consensus-building skills to build alliances with a range of networks, coalitions, and government agencies.
- Ensure the programme complements, works with, and builds on, existing health financing and public financial management initiatives.
- Ensure excellent consortium management, including proactive communication, coordinated, timely and integrated implementation, and a strong leadership management to promote effective delivery.

- Design and oversee an effective communication and influencing strategy to communicate results and learning and maintain Options and the programme's reputation and an appropriate level of visibility with target audiences.
- Support learning and knowledge sharing across Options' programmes, identifying opportunities for collaboration, sharing of resources, leveraging relationships, and raising awareness of Options' and consortium partner's experience and expertise.
- Represent and promote the programme's vision and results in high level policy and advocacy forums such as conferences and international platforms.
- Support new programme/business development and resource leveraging.

Note: this job description reflects the present requirements of the post. As duties and responsibilities change and develop the job description will be reviewed and be subject to amendment in consultation with the job holder.

Signed by:

Date:

Person specification

Criteria	Essential	Desirable
Qualifications		
Postgraduate qualification or degree in health economics, economics, health policy, or other related discipline	✓	
Experience		
Extensive experience providing technical, strategic and programme management oversight to similar donor funded health programmes and/or organisations.	✓	
Outstanding leadership and engagement skills for building consensus and inspiring motivation and commitments among diverse stakeholders, including clients, partners and consortia.	✓	
Significant and proven experience working in international development in a senior leadership / management role.	✓	
Expertise and experience of strengthening public investment for health in Kenya, with in-depth knowledge of the health financing landscape in the context of devolution and aid transition; how primary health care is managed and delivered in Kenya; and principles of public financial management and evidence-informed decision-making.	✓	
Relevant networks at the national and county level in strengthening public investment for health. Existing relationships with decision makers at the national and county levels.		✓
Experience developing and implementing strategies to mobilise or leverage existing domestic resources in the health sector	✓	
Experience providing capacity building support to key decision-makers around the efficient and effective use of domestic resources for health		✓
Experience and/or awareness of other PHC financing streams, including the national health insurance scheme and the Universal Health Care programme		✓
Strong grasp of principles of public financial management and experience of providing support to strengthen PFM in Kenya	✓	
Significant experience and a track record of successful leadership and management of teams based in multiple locations. Previous experience leading a large team of highly skilled, multidisciplinary staff and empowering team members to deliver high quality work.	✓	
Strong external liaison and negotiation skills with experience of fostering partnerships between Government and other stakeholders, including at county level, to improve the resilience of the health financing landscape by building national and sub-national capacity for transition preparedness.		✓
Demonstrable experience of working with, and reporting to, the World Bank and familiarity of World Bank practice and protocol with a proven ability to represent organisations and programmes with the World Bank.	✓	

Proven experience in strategic planning, budgeting, and programme control	✓	
Experience engaging closely with, and managing, a partner organisation Experience of managing contracts (including payment by results – desirable) and contracting; excellent financial management skills.		✓
Skills and attributes		
Strong influencing, diplomacy, and leadership skills	✓	
Strong administration, budget management, and organisational skills, good time management	✓	
Excellent communication skills, including demonstrable experience of developing reports and learning document for a broad range of audiences, including donors	✓	
Excellent financial and people management skills	✓	
Strategic thinking, problem solving and decision-making skills	✓	
Other requirements		
Commitment to equal opportunities	✓	
Commitment to the principles of Safeguarding	✓	
Fluency in written and spoken English	✓	
Willingness and ability to travel (domestically to oversee programme delivery, and internationally as required)	✓	