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**External Publication of Job Posting**

**50268564**

**Job Posting Title**

Head of Division - Preparedness and Response – Africa CDC

**Start Date**

21.07.2017

**End Date**

22.08.2017

**Reference Code**

SA201707217

**Job Title**

Head of Division - Preparedness And Response – Africa CDC

**Organization**

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

The Africa Centre for Disease Control and Prevention (Africa CDC) was officially launched in Addis Ababa, Ethiopia, on January 31, 2017. The Africa CDC is Africa's first continent-wide public health agency and envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency mission is to strengthen Africa's public health institutions' capabilities to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programs.

Towards meeting its' mission, the Africa CDC will work with African Union member States, WHO, and partners in the five geographic sub-regions of Africa to strengthen their capacity in five strategic priority areas: (1) public health surveillance and disease intelligence; (2) public health emergency preparedness and response; (3) public health laboratory systems and networks; (4) public health information and technology systems; and (5) public health research and public health institutes. The guiding principles of the Africa CDC include Leadership, Management, Finance, Workforce, Partnership and Innovation.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to deliver by, among others, the reinforcement of its organizational structure and expertise. The Commission of the African Union invites applicants who are national and citizens of Member States for a position Head of Division Preparedness and Response for the Africa CDC.

## **Department**

Title: Head of Division, Preparedness and Response Division  
Grade: P5  
Department/Agency: Africa CDC  
Supervisor: Director of Africa CDC  
Duty Station: Addis Ababa, Ethiopia  
Number of Positions: 1

## **Project**

To lead and coordinate the Centre's public health preparedness and response program. To also oversee multi-disciplinary teams charged with carrying out specific technical work in developing, implementing, maintaining and evaluating the systems and tools to carry out the Centre's pandemic preparedness and response framework, and implementation platform outlined in the Centre's strategic plan. Also to build and maintain a continent-wide pandemic preparedness and response framework through the Regional Collaborating Centers (RCC) in collaborations with Member States, National Public Health Institutes, WHO-AFRO and other technical partners. In addition is expected to build related technical capacity of its constituent base through training and delivery of technical assistance.

## **Tasks**

The Head, Preparedness and Response Division of the Africa CDC shall:

- Lead and coordinate efforts to develop Africa CDC policies, guidance, standards and tools to guide building of regional and national capacities and systems for emergency preparedness and response
- Lead and coordinate the establishment of functional national public health emergency operation centers (EOC), as part of National Public Health Institutes, and coordinate delivery of appropriate technical assistance to RCCs, and NPHI's as appropriate;
- Leads and facilitates advocacy for countries to develop pandemic preparedness and response plans working through the Regional Collaborating Centers;
- Coordinate delivery of technical support in conducting country assessments of preparedness and response capacity, and subsequent development and testing of multi-hazard and multi-sectoral preparedness and response plans for public health emergencies at national, regional, and continental levels;
- Lead efforts to build, and coordinate the development of surge capacity at national, regional, and continental levels that integrates capabilities of NPHIs and RCCs.
- Establish and maintain Regional Response Teams, strengthen and expand the capacities of the African Volunteer Health Corps (AVoHC);
- Lead and coordinate efforts to develop Africa CDC legal frameworks, technical standards and tools, and operational platforms and policies, guidance, mechanisms to guide and facilitate the emergency deployment of materials and staff,
- Establish and maintain (virtual) stockpiles of equipment and supplies and build capacity for rapid deployment, monitoring and evaluation systems and other response requirements;
- Facilitate and promote sustained partnerships for multi-sectoral coordination and collaboration;
- Network with other global and continental public health agencies to monitor health security threats;
- Performs other related duties as may be assigned.

## **Requirements**

### 1. Educational Qualifications and Work Experience Required:

University Master's Degree in public health or a related discipline but not limited to public health, epidemiology and health-services research with 12 years of practical experiences in implementing/coordinating public health epidemiology & surveillance or other public health program and/or health sciences & outcomes research in any

setting, including a governmental agency, academic institution, research organization or a life-sciences company of which 7 years of managerial level experiences in public health program and/or public health services research with wide powers to lead and manage national, regional or global public health programs within a government agency or academic institution in Africa

A Ph.D. in relevant field is an added advantage.

OR

University Bachelor Degree in Public health or a related discipline but not limited to public health, epidemiology and health-services research with 15 years of practical experiences in implementing/coordinating public health epidemiology & surveillance or other public health program and/or health sciences & outcomes research in any setting, including a governmental agency, academic institution, research organization or a life-sciences company of which 5 years of managerial level experiences in public health program and/or public health services research with wide powers to lead and manage national, regional or global public health programs within a government agency or academic institution in Africa

## 2. Required Skills and Competencies:

- Mastery of the theories, concepts, principles, practices, methods and techniques of public health program administration and other aspects of the field of public health;
- Mastery of a wide range of qualitative and/or quantitative methods for the assessment and improvement of program effectiveness or the improvement of complex public health management processes and systems;
- Skills and abilities to lead people toward meeting the organization's vision, mission, and goals and provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts;
- Strong leadership skills and presence at the executive level, with a proven ability to problem solve, communicate complex issues orally and in writing, and to work cooperatively and diplomatically with diverse stakeholders.
- Mastery of technical expertise and experience in the management of complex, public health programs;
- Comprehensive knowledge and expert skill in application of planning, budgeting, assessment, and evaluation techniques.
- Expertise in planning, organizing, and leading teams of scientific and technical experts, senior program representatives, and extramural consultants in complex projects including programmatic analyses;
- Highest level of interpersonal and communication skills (oral and written), tact, and sensitivity in the performance of duties
- Outstanding representational skills and experience to interact effectively with senior-level officials within the organization in other key stakeholders in both public and private-sector organizations.
- Excellent negotiation skills
- Comprehensive knowledge of strategic planning, assessment and evaluation processes;
- Record of high-quality, peer-reviewed epidemiology and/or outcomes research publications is required;
- Demonstrated ability with regard to computer skills, including office administration and statistical software applications and online digital information systems.
- Ability to manage complex operations and teams; ability to apply effective leadership and interpersonal skills through use of strategic thinking, team and project leadership, decision-making skills and personnel development – including proven skills in supervision, team building, and motivating and developing people.
- Highly developed diplomatic, representational and interpersonal skills
- Analytical and problem solving skills
- Ability to effectively communicate both orally and by writing, program goals, and objectives, including scientific justification of research and programs and specific requirements.
- Strong attention to details and accuracy
- Delegation skills
- Able to operate in a multicultural environment
- High level of autonomy at work, yet with profound team-spirit
- Adaptive, patient, resilient and flexible

- Pro-active and solutions oriented

3. Language Requirement:

Proficiency in one of the African Union working languages (Arabic, English, French and Portuguese) is required. Knowledge of one or more of the other AU working languages would be an added advantage.

4. Tenure of Appointment:

The appointment will be made on short term contract for a period of One (1) year, of which the first Three (3) months be considered as a probationary period. Thereafter, the contract may be renewed for a similar period subject to funding availability, satisfactory performance, and agreed deliverables.

5. Equal Opportunities:

The African Union Commission is an equal opportunities employer. Qualified women are encouraged to apply.

6. Remuneration:

The indicative annual salary attached to the position is a lump sum of US\$110, 107.14 (P5 Step 5) inclusive of all allowances for internationally recruited staff, and US\$ 98,501.89 inclusive of all allowances for locally recruited staff.

How to Apply

All applications must reach the African Union Commission not later than 22nd August 2017 through the AU Commission's website <http://www.aucareers.org>.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resources  
Management, African Union Commission  
Addis Ababa, Ethiopia

**Contract Type**

Short Term

**Employment Fraction**

Full-time

**Branch**

Headquarters