


ACM SAssociation Camerounaise pour
le Marketing SocialPartenaire de 

CALL FOR APPLICATIONS FOR THE POSITION OF PROGRAM MANAGER (M/F) BASED IN MAROUA

Background and rationale:

PSI (Population Services International) and its local affiliates manage malaria control programs in 32 countries and are world leaders in malaria control implementation with 42 million treated mosquito nets distributed and about 19 million quality ACTs delivered for confirmed malaria cases in 2016. PSI also provides supports to national Ministries of Health in order to scale up malaria diagnosis, especially in the private sector, and to improve tracking of malaria patients through health surveillance and information systems, notably the DHIS2 (District Health Information System).

The Cameroon Association for Social Marketing (ACMS), affiliated to PSI, is seeking to recruit an experienced, dynamic and results-driven **Program Manager (PM)** who will provide technical support to the USAID-PMI funded Impact Malaria project which is gaining grounds in malaria service delivery. The selected Program Manager will be responsible for coordinating the analysis, synthesis and production of reports on project outputs and outcomes, as well as staff capacity building. He/she will ensure the implementation of program activities in a fast and cost-effective way.

The Program Manager will aim to facilitate the extension of the said program and to advance malaria care services in the Far North region. These interventions aim to reduce the morbidity and mortality due to malaria and to advance Cameroon towards pre-elimination of malaria by developing and improving the quality of malaria case management and prevention in health facilities and communities; through training and formative supervision of actors, strengthening of health systems and coordination of activities at central, regional and district levels.

The Program Manager will work closely with the Impact Malaria Project Manager, the Technical Adviser (s), and other Project staff to develop and maintain collaborative partnerships with program partners and country stakeholders. The Program Manager will actively ensure Project staff capacity building in the Far North region of Cameroon in order to ensure the sustainability and effectiveness of the Program.

Duty station: Maroua**Type of contract:** Fixed-term contract**Date of assumption of duty:** January 2020**Position level:** 11th category, level B of tertiary sector II of the National Collective Agreement on Trade**Type of position:** Senior**Job status:** Local Position

Job Description:

Under the supervision of the Impact Malaria Project Manager, the selected candidate will have the following main responsibilities:

Siège social
BP 14025 Yaoundé
Tél. : (237) 222 209 224
Tél. : (237) 222 219 419

Agence du Littoral
BP : 4989 Douala
Tél. : (237) 233 411 1 12

Agence du Nord-Ouest
BP : 863 Bamenda
Tél. : (237) 233 362 079

Agence du Nord
BP 858 GAROUA
Tél. : (237) 222 272 002

Sous-bureau de l'Adamaoua
Ngaoundéré
Tél. : (237) 242 007 794

Sous-bureau de
l'Extrême-Nord Maroua
Tél. : (237) 242 008 279

Sous-bureau de l'Ouest
Bafoussam
Tél. : (237) 222 209 224
Tél. : (237) 222 219 419

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Agréé par le
Ministère de la Santé Publique
N°U. M089c00013745A

- Manage and work collaboratively with program team members to ensure that planning, development, availability of resources, and necessary management activities are smooth and efficient;
- Work in collaboration with the finance team to prepare and track the progress of project and activity budgets;
- Contribute to program leadership in order to ensure the strategic integrity of the project with regard to programs and finances;
- Contribute to the development of knowledge management and sharing tools and processes;
- Promote and support dissemination of project information to the project team and stakeholders;
- Ensure compliance with PSI/ACMS operational policy regulations;
- Support the formulation of the program strategy, including the development of goals and objectives, and oversee the designing process of appropriate methods for achieving these goals and objectives;
- Prepare and/or revise documents, reports and presentations, following donor guidelines, for the program's internal needs and for external dissemination;
- Assist technical team members in the coordination and management of field activities;
- Coordinate and/or represent the project team in professional circles through technical advisory groups, meetings, conferences and presentations;
- Coordinate and collaborate with government officials, donors, stakeholders, ACMS staff and consultants for effective program implementation - and liaise with other partners working in the areas of malaria control, maternal and neonatal health, and HIV/AIDS in Cameroon;
- Contribute to the monitoring and evaluation of project activities to ensure that objectives are achieved;
- Perform or assume other duties assigned by his/her Supervisor.

Additional Skills

- Leadership;
- Planning and effective work organization;
- Maintaining relations with external partners;
- Respect for standards established in the platform.

Qualifications and professional experience required:

- Be holder of a Doctorate degree in Medicine, a Masters in Public Health, Social Sciences or International Development obtained from a recognized University;
- Have at least **ten (10)** years of experience in Program implementation, including the training of health service providers;
- Have the ability to write technical and Program documents, such as training manuals and reports;

- Have an understanding of public health and development procedures, particularly in the Cameroonian context. Be familiar with the Cameroonian health system, key stakeholders and relevant government policies/strategies;
- Have a good understanding of program monitoring and evaluation, and be able to use data for decision making and program management;
- Have experience in work planning and budgeting; experience with US donors, notably USAID;
- Have the ability to interact with established networks of high-level health professionals at international and national levels, donors, universities and other partners;
- Have excellent verbal and written communication skills;
- Have proven leadership skills, as well as facilitation, team building and coordination abilities;
- Be familiar with the administrative policies and procedures of US government donors (USAID);
- Have technical expertise in one or more areas of malaria programming (e.g. maternal health, newborn health, family planning, quality improvement, research, etc.);
- Have a demonstrated ability for self-management (motivation, pressure management, adaptability), and the ability to project a professional and coherent image of trust, integrity and competence;
- Be ready to travel over the national territory;
- Have a very good command of English and/or French;
- Be able to perform or assume other duties assigned by his/her Supervisor.

Additional Skills

- Leadership;
- Planning and effective work organization;
- Maintaining relations with external partners;
- Respect for standards established in the platform.

Experience required in place of the Certificate

- Have **twenty-five (25) years** of relevant Professional experience in the field of project implementation.

Application file:

- 1) A motivation letter;
- 2) A detailed curriculum vitae (CV) following the form available for this purpose on the website: www.acms-cm.org;
- 3) Photocopies of required certificates; There will be verification of certificates for the selected candidate.
- 4) Photocopies of **documents justifying the candidate's experience** (Attestations of internship and employment, work certificate or any other relating document).

Submission of files:

Complete files should be sent to the following address: CM_recrutement@acms-cm.org

NB: Candidates under current contract with the Cameroonian public service are not eligible.

STATUS

- Exempt

PSI is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of actual or perceived race, religion, color, sex, age, national origin, disability, sexual orientation, marital status, personal appearance, matriculation, political affiliation, family status or responsibilities, gender identity or expression, pregnancy, childbirth, related medical conditions or breastfeeding, genetic information, amnesty, veteran, special disabled veteran or uniform service member status or employment status.

Female and male candidates are strongly encouraged to apply and only shortlisted candidates will be contacted.

ACMS reserves the right to recruit at a lower level or on the basis of a modified job profile.

Yaounde, 12 November 2020

The Acting Executive Director

Annie Michèle MABALY

