

## Job Description

### PROGRAM OFFICER- AFRICAN WOMEN IN DIGITAL HEALTH (AWIDH)

**Department: Partnerships and Development**

**Reports To: Policy and Research Manager**

**Contract Duration: 1 year renewable**

#### Background

Headquartered in Dakar, Senegal, Speak Up Africa is a Policy and Advocacy Action Tank dedicated to catalyzing leadership, enabling policy change, and increasing awareness for sustainable development in Africa. Through our platforms and relationships and with the help of our partners, we ensure that policy makers meet implementers, that solutions are showcased and that every sector contributes critically to the dialogue and strives to form the blueprints for concrete action for sustainable development – from individual citizens and civil society groups to global donors and business leaders.

As a women-led organization, gender equality is in our DNA. Unless women and girls in all their diversity can meaningfully hold leadership positions, make decisions, and allocate resources, our continent will never fully thrive. We support the inclusion of women and girls on public platforms and as leaders and encourage them to significantly participate in decision-making spaces.

The African Women in Digital Health (AWiDH) initiative, a flagship of the Africa Centers for Disease Control and Prevention Digital Transformation Strategy, was launched during the December 2022 Conference on Public Health in Africa (CPHIA) meeting in Kigali by Africa CDC, Speak Up Africa, and partners. AWiDH is a coalition of organizations and individuals that advocate for gender equality in technology for health with an objective of closing the gender digital gap in Africa. Selected Member States are supported to design or update their digital health strategy to include a gender lens, with quantitative targets set to clearly measure the impact of these partnerships. AWiDH will focus on achieving equal gender representation in incubators and accelerators, and within both the public and private sectors. In addition to increasing representation, AWiDH will sustain partnerships that invest in upskilling and executive training for women already working in the digital health space.

The Program Officer- AWiDH will play a pivotal role in implementing the initiative to advance gender equality within the digital health sector across Africa.

#### Main duties and responsibilities

- **Program Implementation**
  - Lead the implementation of AWiDH workplan activities
  - Establish the AWiDH network and coordinate the selection of country focal points as a part of the network building efforts.
  - Organize in-person and virtual meetings and events to promote the initiative, its progress, and overall outcomes
  - Foster peer-to-peer learning in network through conference calls, newsletters, facilitation of conferences.

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- Act as a representative and advocate for AWiDH in various forums, conferences, and meetings to promote gender equality in technology for health and showcase the initiative's impact.
- Lead capacity strengthening activities aimed at upskilling and executive training women already working in the digital health space, ensuring continuous professional development.
- **Partnership Development and Management**
  - Identify, engage, and foster strategic partnerships with governmental bodies, non-governmental organizations, private sector entities, and other stakeholders to support AWiDH's mission.
  - Collaborate closely with other Africa CDC flagship initiatives to ensure alignment and facilitate coordinated efforts towards gender equality in digital health.
  - Facilitate effective communication and collaboration among AWiDH stakeholders, ensuring that all parties are informed and engaged in the initiative's activities.
  - Liaise with funders upon request and assist with new business development on AWiDH efforts as assigned.
- **Monitoring and evaluation**
  - Develop and implement the monitoring and evaluation plan for the project to track progress, identify challenges, and adapt strategies as needed to meet AWiDH's objectives.
  - Maintain accurate and comprehensive documentation of program activities, milestones, and outcomes.
  - Work in close collaboration with Speak Up Africa's gender Expert to maintain and monitor AWiDH's impact.
- **Reporting**
  - Produce quarterly reports highlighting current progress, achievements, potential bottlenecks to be shared with Speak Up Africa and AWiDH flagship partners.
  - Monitor and evaluate portfolio's implementation to meet targets and milestones.
  - Lead the development of external-facing annual reports.

### Required Profile

- Bachelor's or master's degree in public health, public policy, gender studies, international development, or a related field.
- Proven experience in program management, preferably in the field of digital health or gender equality.
- Strong organizational, synthesis and reporting skills.
- Excellent project management and administrative skills and a high level of organization.
- Strong understanding of public health issues in Africa and the role of technology in healthcare.
- Demonstrated ability to build and maintain partnerships with diverse stakeholders.
- Excellent communication and advocacy skills.
- Must be fluent in French and English.
- Ability to work as a collegiate member of a small team, and with minimal supervision.

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### **Commitment to Gender Equality and Safeguarding**

Speak Up Africa has a Zero Tolerance approach to all forms of harm and abuse. Speak Up Africa is committed to taking appropriate action against human rights violations and exploitation in all its forms. The welfare and safety of all stakeholders is prioritized in all actions and decisions of Speak Up Africa. Appropriate policies and procedures are in place to ensure this. Only those who share our values and are committed to our Safeguarding Policy shall be considered for recruitment.

Speak Up Africa also promotes efforts on gender equality in line with its strategic directions and institutional values, which are themselves organized around the Sustainable Development Goals (SDGs). We encourage our institutional and business partners to commit to the achievement of SDG 5 in line with our institutional strategy.

### **Application process**

Please send your applications to [info@speakupafrika.org](mailto:info@speakupafrika.org) and [codou.sy@speakupafrika.org](mailto:codou.sy@speakupafrika.org), including a cover letter, your CV and 3 references.

The closing date for applications is February 18, 2024. Kindly specify the title of the position in the email subject line.

Please note that only shortlisted candidates will be contacted.

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