

Project Director, Health Information Systems

Position Summary: The Project Director for Health Information Systems (HIS) will provide strategic program, administrative and financial leadership for ICAP's proposed project. The Project Director will be the primary point of contact with CDC, regional and local government counterparts, and partner institutions and will foster partnerships and relationships between ICAP, CDC, and other stakeholders.

Major Accountabilities:

- Ensure effective implementation and coordination of health information systems (HIS) project activities and monitor progress toward achievement of project goals and objectives.
- Participate actively in development of innovative approaches to strengthening HIS.
- Lead the design of interventions while ensuring the quality and maximum sustainability of all initiatives through effective in-service training and capacity building programs.
- Inform policy development to support strengthening HIS.
- Lead the annual work planning process and contribute to planning meetings with the donor.
- Manage a diverse project team of qualified staff, aligning their efforts with project goals.
- Oversee all activities, outputs, and outcomes related to project management and administration, including reporting, budget development and monitoring, financial transactions, execution of project plans, and project performance monitoring and evaluation.
- Drive use of data to track program quality, program outcomes and through targeted evaluations, assess programmatic impact on project goals, in partnership with ICAP's New York-based Strategic Information (SI) Unit.
- Troubleshoot to prevent and resolve potential problems, review outputs for quality control.
- Represent the project in all matters pertaining to the execution of project-related activities including interactions with the most senior levels representatives of partner institutions.
- Cultivate strategic relationships and alliances with the other USG partners and funders.
- Ensure that all donor reports, and project write ups, including but not limited to success stories and program briefs are data driven and articulate a compelling story.
- Present progress, achievements, and lessons learned to key stakeholders, including the donor, government officials, and other implementing partners.

Education: Advanced degree in health informatics, epidemiology, public health or related area.

Experience, Skills, and Qualifications:

- 10+ years' experience in design and implementation of HIV, HIS or related public health programs in resource-limited context. Experience in sub-Saharan Africa required, experience in Tanzania preferred.
- Exhibit a high level of diplomacy while working with government partners at the national or regional levels in resource-constrained settings.
- Strong familiarity and command of USG regulations and compliance.
- Proven record of superb management, leadership, decision-making, and interpersonal skills.
- Proven ability to manage large, complex projects across multi-country settings.
- Experience with PEPFAR policy program planning and design. CDC programs preferred.
- Demonstrated skills in supervising staff, team building and management.
- Excellent English verbal and written communication skills.