Malawi Director

Reports to: Regional Director (Based in the US)
Location: Lilongwe, Malawi
Start Date: July, 2021

Who we are
D-tree International is a global digital health organization dedicated to ensuring that everyone has access to quality primary healthcare in underserved areas. We do this by working with governments to design, build and deploy digital tools for frontline health workers that improve their ability to deliver high-quality, evidence-based care. D-tree collaborates with governments to demonstrate the effectiveness of digital systems, build the capacity of health workers, supervisors and leaders to use digital systems for health systems transformation, and accompany governments to scale these digital systems nationally.

D-tree has been a trusted digital health partner to the Malawi Ministry of Health (MoHP) since 2011, working with the MoHP and partners such as JSI, CRS, Jhpiego and Save the Children to improve the quality of integrated health service delivery through digital health systems for MNCH, family planning, and integrated management of childhood illness. We now have an exciting opportunity to lead the design, development and implementation of a digital health system to support service delivery, coordination of care and data generation for a large-scale USAID HIV prevention and treatment program. This system will be co-developed with consortium partners and the Malawi Ministry of Health, based on government-approved clinical and digital health guidelines, and aligned with the Principles for Digital Development and USAID regulations.

Who you are
We seek a full-time Director, based in Lilongwe, Malawi, to lead this program and serve as the face of D-tree in Malawi. This is a dynamic and challenging role requiring an individual with experience building and developing strong and empowered multi-cultural teams, leading programs, engaging with diverse stakeholders (including government leadership), and strategically leveraging partnerships and resources to deepen impact.

You are someone who is just as comfortable motivating team members and creating a positive office environment as you are engaging in technical conversations with the Ministry of Health and development partners. You have the ability to see the big picture, as well as have excellent attention to detail and are very proactive. You are passionate about leading teams and have demonstrated your ability to develop leaders and create a positive, supportive environment in which all staff feel engaged, empowered and valued while championing program initiatives forward with excellence. You have strong technical skills and experience in Digital Health and are comfortable representing organizations in technical working groups, as well as government and donor meetings.

Team Leadership (20% LOE)
Lead the Malawi team, holding overall responsibility for program execution; foster a collaborative, inclusive and high-performing environment; and building team capacity for long-term success.

- Directly supervise 2-3 senior staff, short-term consultants and oversee the Malawi program team (approximately 10 employees)
- Develop objectives and key results (OKRs) for the program team to ensure strong alignment and accountability and foster a positive, collaborative, and effective environment in which all staff feel valued.
• Develop team building and professional development opportunities for staff and engage in frequent feedback sessions to gauge staff satisfaction and identify areas for further improvement
• Strategize and plan for long term staffing needs for the Malawi program including leading the recruitment and onboarding of new staff

Technical Leadership & Government Engagement (30% LOE)
• Actively contribute to digital health technical working groups and disease specific working groups chaired by the Malawi MoHP, National AIDS commission, and PEPFAR to represent the interests of our program consortium
• Cultivate strong working relationships with senior government officials and keep them apprised of program developments and secure high-level government support and commitment to the program
• Stay abreast of government plans, policies, and strategies to align the program consortium’s digital health work within government requirements, circulars, and strategic direction
• Liaise with PEPFAR partners to provide suggestions for EMR updates to support clinical management and advise on the development and rollout of system improvements

Program Oversight & Development (30% LOE)
• Be accountable for the success of D-tree’s Malawi current and future portfolio, providing leadership and strategic direction to ensure programmatic and financial integrity and measurable impact against project goals, objectives and targets
• Stay abreast of NGO Compliance in Malawi by having up to date working knowledge of the operating environment and networking with other INGOs. Lead action plan for any necessary changes that arise to ensure compliance with spirit of all applicable regulatory laws
• Develop and maintain strong working relationships with prime contractor, USAID, the Malawi Ministry of Health and other key stakeholders in Malawi to ensure high-quality coordination and best use of resources
• Work with the Sr. Program Manager and D-tree’s global support team to represent D-tree’s interests and present progress, achievements and lessons learned to key Malawi stakeholders including the prime contractor, USAID and other implementing partners in public and professional forums
• Be ultimately accountable for financial stewardship of donor funds and have working knowledge of budgets
• Work with the global support team to identify new projects, iterate and expand existing programs and contribute to funding proposals that move the organization towards achievement of D-tree’s 5-year strategic plan

Strategic Partnership Building (20% LOE)
• Stay abreast of country digital health context to help D-tree align our work with government priorities
• Strategically engage with potential partners and/or funders and identify alignment between D-tree’s vision and donor and partner priorities to highlight new funding opportunities
• Maintain and advance D-tree’s reputation as an active and reliable health partner in Malawi by sharing plans and results regularly and employing a collaborative approach with other partners
• Represent D-tree to senior government officials, with NGO partners and at national and international conferences, presenting our work in an exciting and inspiring way and linking our programs to the broader field of global digital health

What we are looking for

Qualifications
• Minimum 10 years work experience with 7 years in leadership positions specifically in digital health programming for primary health and /or HIV and infectious disease, with a health system strengthening focus
• Master’s degree in a relevant field (e.g., public health, global development)
• Experience leading USAID or similar donor-funded digital health programs with in-depth knowledge of
projects, regulations, compliance, and reporting preferred

- Technical understanding of the digital health context in Malawi for HIV/TB including key actors and areas of influence
- Experience managing, motivating and mentoring a large, multi-cultural team and demonstrated success in cultivating a positive, empowering environment for all team members
- Must be able to handle complex priorities, collaborate effectively with a distributed team, be persistent and work under tight deadlines with minimal supervision
- Experience developing and implementing strategies to efficiently expand and scale programs, while maintaining program quality
- Fluent in written and spoken English with excellent oral communication and presentation skills
- Excellent diplomacy skills and a proven ability to establish and sustain interpersonal and professional relationships with USAID missions, host-country governments and representatives from other key stakeholders such as NGOs, PVOs, the private sector and other donors

Application information

To apply for this role please fill in the following google form: https://forms.gle/pgSkZ7TLRDZgZ8Mv9

Only applicants who respond to all questions and include their CV and a thoughtful cover letter will be considered.

Deadline for applications: Open until filled

**Offer contingent on fully executed funding agreement with prime organization**