

GAVI JOB DESCRIPTION	
Position title:	Head, Corporate Performance Monitoring & Measurement
Location:	Geneva
Purpose of the position:	To lead strengthening of the availability, quality and use of strategic information for enhanced Alliance accountability, decision making and learning to facilitate delivery on Gavi's mission.
Department:	Policy & Performance
Team:	Corporate Performance Monitoring & Measurement, Monitoring & Evaluation
Reports to:	Director, Monitoring & Evaluation
N° of positions supervised	3
Career step level:	5

OVERVIEW

This is a leadership position within the Performance Monitoring & Measurement (PMM) group of the Monitoring & Evaluation (M&E) team. This role will lead the corporate-focused sub-group providing both technical and managerial leadership as the main focal point for two critical areas:

- Enabling strong measurement, reporting and monitoring of Alliance performance indicators against targets;
- Ensuring provision of strategic analyses and synthesis and communication of evidence to inform Gavi strategies, policies and programmes to strengthen delivery of results.

KEY DELIVERABLES

- Strengthened Alliance accountability for delivering on Gavi's mission;
- Fostered learning to inform decision-making and strengthened delivery on Alliance performance through provision and strategic use of information;
- Well-coordinated Gavi investments to ensure innovative and robust information is available to inform strategic decisions and enable delivery and reporting on results.

MAIN DUTIES AND RESPONSIBILITIES

- Together with the Head, Country Performance Monitoring & Measurement, this position will co-lead the development and implementation of the 2016-2020 M&E Framework;
- Provide technical leadership as work stream lead for corporate M&E activities.
 - Lead refinement, implementation and communication of the Alliance Accountability strategy to ensure delivery of results, including working with Alliance partners and internal teams (strategy, policy, programmes) to strengthen the measurement and reporting on Gavi mission, strategy and Alliance key performance indicators for improved accountability and learning;
 - Ensure strategic analyses, tools and advice for development and implementation of results frameworks are available and facilitate use of this information to meet business needs

- including decision-making and development and monitoring of Alliance strategies, policies and programmes;
- Oversee the production and updating of key documents, operational guidelines, standard operating procedures, tools and trackers to support robust measurement and monitoring of the performance of Gavi mission, strategy and Alliance key performance indicators;
- Liaise between internal teams and the Communications and Knowledge Management and Information Technology (KMIT) teams to support development and implementation of tools to facilitate measurement, reporting and strategic use of information to inform business needs including data visualisation and reporting to key stakeholders;
- Support the Resource Mobilisation team through provision of advice and performance reporting on donor log frames;
- Lead other work streams on behalf of the M&E team as needed.
- Serve as the technical focal point for engagement in Alliance-level strategic information – advancing innovative and robust quantitative performance measurement (e.g. immunisation coverage estimates and forecasting, vaccine impact and broader benefits of vaccination), leading strategic analyses and supporting synthesis of results, participating in cross-team working groups as needed and engaging with the broader research and technical community;
- Team management: supervising staff technical focal points who facilitate strengthened Alliance measurement and use of robust information for accountability, decision-making and learning;
 - Prepare, consolidate and monitor team and work stream budgets and work plans;
 - Support team members to ensure delivery on key priorities and deliverables;
 - Conduct performance reviews and implement professional development plans for staff.
- Participate as a member of the M&E management team;
- Contribute to development of Gavi governance and strategic positioning papers, team presentations, senior management briefing notes, etc. as needed;
- Serve as an internal technical resource providing quality advice and participating in cross-team projects and initiatives;
- Represent Gavi and support senior management engagement in relevant internal and external dialogues and meetings as needed.

Note: The essential functions listed in this section are not exhaustive of the job responsibilities; other duties may be assigned consistently with the department needs.

QUALIFICATIONS

Academic:

- Advanced university degree in public health or other relevant social sciences (PhD or equivalent highly desirable);
- Training in public health, quantitative data analysis, and at least one of the following: health economics, decision sciences, forecasting methods, infectious disease modelling methods.

Work experience:

- Minimum of 12 years of development of measurement methods, performing analyses and facilitation of strategic use of data for action (e.g. strategy development, policy, etc.), with at least 5 years working with health data available for low and or middle income countries;
- Familiarity and experience with health programme-related data and methods, such as coverage estimate methodology, impact modelling, forecasting methods, scenario modelling, data triangulation methods, uncertainty analyses, broader benefits of vaccination, etc.;

- Demonstrated ability to lead strategy development and identify practical solutions/guidance to strengthen the availability, quality and use of data for action;
- Management of high performing teams;
- Training/collaborating with others in development and use of performance measures and analyses to strengthen decision-making, strategies, policies and accountability;
- Conduct and communicate quantitative and qualitative data analysis;
- Understanding of multilateral agencies and key public health donors required, and experience with a public private partnership model an asset.

Skills/Competencies:

- Technical:
 - Excellent knowledge of quantitative measures and analytics for programme performance and facilitating use of this information to inform decision-making, strategies, policies, programmes, etc.;
 - Innovative thinker who is up-to-date on relevant areas of technical expertise, regularly reflects on experiences and adapts to ensure performance improvement in the work area;
 - Good knowledge of monitoring and evaluation concepts including results frameworks and KMIT tools such as data visualisation platforms;
 - Familiarity with decision sciences and the value of vaccines are considered critical assets;
- Proven ability to work independently, under pressure, demonstrating initiative and flexibility;
- Strong logical thinking required, strategy development/implementation is an asset;
- Strong organisational and planning skills and drive for results;
- Excellent oral and written communication skills and ability to exercise tact and discretion;
- Ability to lead and influence others to ensure delivery of results;
- Exceptional inter-personal skills and ability to work effectively in a collaborative manner in a multicultural environment and establish harmonious working relationships.

Languages:

- Written and spoken fluency in English;
- Other UN languages highly desirable, particularly French.

Contacts:

- Gavi Secretariat;
- Bill and Melinda Gates Foundation;
- Civil society organisations;
- UNICEF;
- US Centers for Disease Control and Prevention (CDC);
- The World Bank;
- World Health Organisation;
- Research and technical institutes;
- Other technical experts and independent agencies.

GAVI is committed to diversity within its workforce and encourages applications from all qualified candidates.

If you wish to apply, please visit our [Careers webpage](#) and apply by clicking on “Head, Corporate Performance Monitoring & Measurement”.