



## JOB DESCRIPTION

JOB CODE:0095

REVIEW DATE:

<b>JOB TITLE:</b>	Programme Officer, Research Application -Industry and Third Sector
<b>INSTITUTION</b>	West African Health Organisation
<b>DUTY STATION</b>	Bobo-Dioulasso, Burkina Faso
<b>GRADE</b>	P3/ P4
<b>ANNUAL SALARY</b>	US\$ 37,431.66/52,379.70
<b>DIRECTORATE</b>	Public Health & Research
<b>DIVISION</b>	Research And Grants
<b>LINE SUPERVISOR</b>	Principal Programme Officer, Research & Grants
<b>SUPERVISING</b>	

### ROLE OVERVIEW

Under the supervision of the Principal Programme Officer, Research and Grants, the incumbent shall be responsible for the linkage of WAHO with the Industries and third sector on the following aspects:

- Development and implementation of regional research programmes in WAHO's areas of interest.
- Development and implementation of regional research capacities strengthening.
- Dissemination of research outcomes.
- Synthesis and translation of the research outcomes into policy and practices.
- Ensure the implementation of policies and practices validated by relevant Authorities.

### ROLES & RESPONSIBILITIES

- Assess the research development needs and the third-sector research needs at the regional level;
- Analyse the determinants of third-sector research programs success;
- Assess the implementation of research development and the third sector programs;
- Investigate the occurrence of drug effects;
- Strengthen regional pharmacovigilance;
- Build and maintain relationships with relevant industry and third sector stakeholders, fostering collaboration, and ensuring research aligns with their needs and objectives;
- Facilitate the translation of research findings into actionable recommendations and strategies for industry and third-sector partners;
- Advocate for research development programs in collaboration with industries;
- Identify research development priorities in the third sector;
- Contribute to the development of a database of actors in research development and research in the third sector;
- Build inter-sectoral action to support research development or research in the third sector;
- Develop and implement research development programs in the third sector in collaboration with all stakeholders;
- Document research development and research in third sector evidence and transform these into policies and practices;
- Provide quality assurance mechanisms on research development programs or research programs in third sector;
- Provide technical support in regional research development or research in the third sector;
- Perform any other duties as may be assigned by the supervisor.



## ACADEMIC QUALIFICATIONS AND EXPERIENCE

### Education:

- Medical doctor, university researcher, or pharmacist, or hold a master's degree in public health, epidemiology, biology, sociology, or a similar discipline from a recognized University.

### Experience:

- Five (5) years of professional experience in the management and implementation of public health programmes as well as in the implementation of healthcare and pharmacy programs involving research centers/institutions.
- Knowledge of the health needs, health policies, and related research centers/institutions work environment in the ECOWAS member States.
- Ability to investigate the occurrence of health effects of medicines and health hazards/risks, strengthen disease surveillance, prevention, control and reporting mechanisms and analyse the determinants of identified health needs.
- Demonstrated knowledge of WAHO's mandate and operations in the areas of public health, and epidemiology.
- Knowledge of problems and needs in the pharmaceutical sector at country and regional level, and the ability to develop suggestions for resolving pharmaceutical challenges.
- Ability to develop programmes to support local pharmaceutical manufacturers to upgrade their facilities to attain GMP/WHO standards.
- Knowledge of the principles and practice of public health management in the ECOWAS region, and proven ability to conduct Research Development or research with the third sector in West Africa.

## ECOWAS KEY COMPETENCIES

### LEADERSHIP

- ability to persuade/influence others to consider a certain point of view, adopt a new idea or implement new methods and practices;
- ability to lead a team of trainees/junior staff and instill a spirit of teamwork to engage employees and achieve a well-defined set of activities;
- ability to respect the chain of command in an appropriate manner;
- ability to resolve challenges that occur with minimal direction and/or to recommend and explain solutions or alternatives for approval;
- ability to utilize the Code of Ethics to manage self, others, information and resources;
- ability to mentor others and create feedback loops with supervisors, colleagues and subordinates to build strong working relationships and improve performance.
- contribute to maintaining organizational unit's performance goals and standards.

### CLIENT SERVICE ORIENTATION

- interpersonal skills with the ability to keep a client informed of progress or setbacks in projects of relevance to the timeline, quality, and quantity;



- ability to proactively interact with clients and build strong trusting relationships based on mutual respect and regular discussions;
- ability to establish and sustain professional credibility with clients/stakeholders in a manner that anticipates their need, mitigates issues and carefully balances professional obligations with the need to be sensitive and responsive to their needs;
- ability to counsel, advise, consult and guide others on matters pertaining to assigned client service responsibilities and established client service standards.

### **MULTICULTURAL SENSITIVITY AND ADVOCACY**

- demonstrate respect for cultural differences, fairness and ability to relate well with people from varied backgrounds, nationality, gender, ethnicity, race and religion;
- understanding of diverse cultural views especially within West Africa, with sensitivity to group differences; ability to challenge bias and to practice tolerance and empathy;
- ability to listen actively, consider people's concerns and apply judgement, tact and diplomacy;
- ability to work in a diverse and inclusive interactive environment that benefits from diverse strengths;
- ability and responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work;
- ability to encourage, empower, and advocate for people in an unbiased and transparent manner.

### **KNOWLEDGE OF ECOWAS**

- knowledge of ECOWAS institutions, sectors, programmes and policies;
- knowledge of ECOWAS internal operational requirements of programs, projects, services and systems required to achieve work assignments and meet performance goals;
- knowledge of rules and procedures of ECOWAS associated assigned responsibilities and ability to explain these clearly to others;
- knowledge of the ECOWAS culture, structures and performance issues and priorities impacting assigned responsibilities;
- knowledge of member states development trends, indicators, challenges and opportunities as it relates to project/programme assigned to own position.

### **ANALYTICAL AND CRITICAL THINKING**

- ability to study data/information from a variety of sources, identify anomalies, trends and issues, present findings, and make recommendations;
- ability to break down problems or processes into key parts to identify and solve gaps in service, quality assurance, compliance and performance targets;
- knowledge of and ability to apply techniques to generate creative ideas and new approaches to meeting goals;
- ability to use evidence and research to inform policies and programs and identify relevant and appropriate sources of information, including stakeholders, regional institutions and/or internal committees.



### COMMUNICATION

- demonstrate operational computer proficiency using appropriate tools;
- ability to make sound use of graphics and tables to effectively present numerical data to write semi-complex technical reports/proposals and edit/check templates, letters, etc.
- ability to convey information clearly and concisely in a succinct and organized manner through both writing and verbal means;
- exhibit interpersonal skills, make presentations, express opinions and debate ideas with others in a constructive manner;
- proficiency in information communication technologies (ICT);
- Fluency in oral and written expressions in one of the ECOWAS official languages of the Community (English, French & Portuguese). Knowledge of an additional one will be an added advantage.

### PLANNING AND IMPLEMENTATION

- ability to develop, and implement an individual action plan for achieving specific work goals;
- identify, organize, and monitor tasks throughout to facilitate execution;
- ability to contribute and/or lead on projects as per accepted project management standards and techniques, to co-ordinate contributions by others to set and meet deadlines;
- ability to organize work, set priorities, and work within timelines, giving attention to details, stakeholders, indicators and risks;
- ability to identify, collect, and assess indicators to monitor performance and to take proactive remedial action as required.