ROLE PURPOSE: Project Coordinator – Shared Vision for Eye Health Project

Our Vision

We see a world in which no person is needlessly blind or vision impaired.

Our Purpose

We are determined to deliver Fred Hollows' vision of preventing blindness and restoring sight.

We work around the world so that no one is left behind, and in Australia we work tirelessly to ensure that Aboriginal and Torres Strait Islander people can always exercise their right to sight and good health.

Our priority is to work with communities to improve their own eye health. We do this through life-changing surgeries and treatments, training doctors and health workers, generating new ideas, and pushing for change at all levels – from local to global.

How we value your contribution:

Remuneration package
We aim to provide an overall remuneration package that is attractive and fair. Our global remuneration framework ensures we align to local pay, employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

13th month payment
As a permanent employee, you will receive a payment equivalent to one month’s salary each year (pro-rata for those working part of the year).

Leave
You will have access to annual leave each year (pro-rated for part-time employees) in line with local regulations. You will also have access to other leave such as personal (sick or carers’) leave, maternity leave, paternity leave and compassionate leave.

Performance & development
Our performance and development framework enables you to work closely with your manager to plan, manage, and review your performance throughout the year. This approach also enables you to discuss development opportunities and areas for growth.

Learning & development
Our approach to learning and development will enable you to have the information, skills and knowledge needed to do your job. We build the capacity of our people and support you with on-the-job experience, coaching and formal learning.

Leadership
Leadership is a key priority for us. We have customized leadership programs for leaders at all levels that are focused on supporting our people to be inspired, empowered and to make an impact in their work so that together we can achieve our vision.

Study support
We are proud that so many of our people are tertiary educated and we are committed to supporting tertiary education that is relevant to your work through our global study assistance program. Relevant applications for study support are considered annually, providing financial assistance and study days.

Recognition
Our recognition program has been designed to recognize and acknowledge our people who live our values of Integrity, Collaboration, Empowerment and Action, in everyday activities. We recognize our people in three ways: Peer-to-peer, manager recognition, as well as length of service.

Flexible work arrangement
You will have access to flexible work arrangements. We encourage a spirit of mutual flexibility, enabling discussions between you and your manager about maintaining work-life balance.

Equal Opportunity, Anti-Discrimination and Reasonable Accommodation for Persons with a Disability
We provide equal opportunity in employment to people without discrimination based on personal characteristics, which includes: age, breastfeeding, disability, employment activity, gender identity, marital status, physical features, pregnancy, race etc. Reasonable accommodation can be made to allow persons with disabilities to work safely and productively.

Health & safety
We are committed to supporting your health, safety and wellbeing. If required, you and your family will have access to free external, professional and confidential counselling assistance if you need help with personal, family or employment related matters.

At The Fred Hollows Foundation we offer a career where your talent and energy will help many see tomorrow.

To work in the Foundation you will:

• Be eligible to work in Australia and other regions where you will be based
• Undergo background check including criminal records and qualifications check
• Undergo working with children check for positions which are identified as working with children.

Role purpose defines the broad accountabilities of the positions, which may change based on organisational need.

Please refer to divisional, team and individual work plans for more specific details.
The Project Coordinator - SVEHP will provide technical support for a collaborative project between FHF Kenya and Norvatis. The Project born of a shared vision for eye health between the two organizations, aims to achieve integrated eye health in Kenya by testing and scaling creative approaches to delivering comprehensive and integrated eye health in underserved communities. At a global level, the vision for the partnership is to find new and cost-effective solutions to enable access to specialized eye health services, even for the most marginalized people in low-income countries.

The key problems that the project will tackle include; Low eye health literacy, fragmented patient pathway and weak service delivery capacity, lack of skilled human resources for eye health where they are needed, poor patient outcomes and weak enabling systems.

By addressing the above, the partnership project, will seek to increase equitable access to eye health services, so as to reduce avoidable blindness and vision impairment in Kenya. The project will strengthen the capacity of the health system to provide high quality cataract, glaucoma and retinal eye health services across the patient pathway, to improve patient eye health outcomes for poor and vulnerable communities.

Our goal is to reduce the prevalence of blindness caused by cataract, glaucoma and diabetic retinopathy in Kenya.

The Project Coordinator will own the outcomes of:

- Lead the implementation of the integrated eye health and advocacy activities related to increasing equitable access to eye health services, so as to reduce avoidable blindness and vision impairment in Kenya.
- Contribute to the design development, of the Project development document (PDD) for effective implementation of the project.
- Negotiation, and implementation of operational plans and analytical tools to drive service delivery efficiencies in public health financing and related fields (WHO building blocks), ensuring timely achievement and successful completion of project deliverables per set quarter and annual milestones and log frame indicators.
- Stay abreast of key developments in the areas of Cataract, DR and Glaucoma and resource allocation innovations and interventions in Kenya and more broadly in East Africa, in order to inform technical support activities. This includes frequent interaction with governments and stakeholders at the national and county levels relevant to these areas of eye diseases.
- Participate in the appreciation, dissemination and implementation of technical support activities related to NCD in collaboration with national organizations and associations on one hand and the service providers on the other hand.
- Lead in the synergistic implementation of project activities in the two locations of Uasin Gishu and Kisumu towards realization of the following outcomes;
- Improved diagnostic capacity at primary and secondary level and strengthened effective eye health referral pathways.
- Increased access to specialized eye care for treatment and management of cataract, glaucoma and diabetic retinopathy.
- Increased availability of eye health supplies and commodities through the implementation of enabling policy and stronger supply chain management.
- Collaborate with the supervisor and the Monitoring & Evaluation Advisor to ensure activities – as per key indicators are closely monitored and documented throughout implementation and that timely actions are taken to continually improve activity and financial performance (including re-orienting and adjusting strategies when needed).
- Collaborate with the supervisor to engage with the Foundation technical teams to propose advocacy and engagement plans for national and county leadership and partner institutions for an enabling environment for sustainable project implementation.
- Collaborate with the supervisor to ensure effective compliance with all the donor and partners expectations regarding budget management, policies and guidelines and reporting among others.
- Periodically evaluate progress towards the completion of project deliverables to verify alignment with strategic directions and defined targets. Ensure excellence within-budget and on-time delivery of activity and financial results and reports.
- Development of knowledge management and communication processes/strategies advising on key lessons learned/topical areas to document and share within broader country and organizational learning agenda.
- Coordinate learning across the different project sites and within the Foundation through workshops to enable synergy in Project implementation among the different partners’ leadership levels.
- Manage relationships with stakeholders at community grassroots, county health leadership and service providers (public or private) for seamless implementation, reporting, reviews and improvements in project performance.
- Working with the M&E TA ensure an effective MEAL framework is in place and support use of the tools for cross learning, and evidence (qualitative and quantitative) that guides the next phases of the project.
- Support Partners capacity assessments and capacity building and documentation.
- Other tasks as requested by your manager

Our Capabilities:

As a member of The Foundation Family you will:
1. Live by the values of The Foundation and support The Foundation’s culture, performance and brand.
2. Adhere to all The Foundation’s policies and procedures.
3. Strengthen the health, safety and well-being of all/look out for the well-being.
4. Lead, collaborate and contribute in all interactions.

Skills:
- Technical areas: strengthening public health service delivery programs, innovation in health service delivery, partner technical support and capacity building, advocacy, health systems performance and eye health programming.
- Experience with a mix of practical technical skills necessary for strengthening health systems at the county, national, and community levels.
- Excellent knowledge of national/county/community-level issues impacting health services.
- Demonstrated capacity to build and maintain productive working relationships with a wide network of partners and stakeholders.
- Superior presentation skills (both written and oral) and ability to communicate technical materials to a mix of audiences and for differing purposes using print, electronic, and presentation media.
- Maturity, high degree of integrity and professionalism.
- Interpersonal and intercultural sensitivity.
- Must have strong oral and written communication and presentation skills in English.
- Demonstrated ability to work independently and in a team environment.

Essential Experience:
- Experience in project management and collaboration with ministries of health in one or more areas of health systems.
- Considerable experience in leading the delivery of donor-funded programmes and working with donor organizations and development partners.
- Good networking skills, with experience in a busy health development organization.

Desirable Experience:
- Identify and develop opportunities for Health Financing grant acquisition.
- Advise on project design and evaluation, demand and resource planning.
- Provide technical support to county level decision makers on integrated eye health planning and resourcing.

Qualifications:
- Bachelor’s degree in Public Health, Social Sciences, International Development, or health systems.

The position involves:
This position is recognised as having “Contact with Children” either direct or indirect (note: all positions are classified as having indirect or incidental contact with children).

Travel:
International/Domestic

Additional Responsibility:
Ensure that the work for which they are responsible is carried out in ways, which safeguard the health and safety of workers.