ROLE PURPOSE

Role Title: Project Manager
Division: Global Programs
Location: Lahore, Pakistan
Date: July 2023
Employment type: Full time, Permanent contract
Reports to: Country Manager
Number of direct reports: 02
Leadership Band: Leads Others

Purpose of the role:
The Project Manager is accountable for the planning, design and operational delivery of the Pakistan program aligned to the Country strategy and the Foundation’s strategic framework.

The Project Manager will own the outcomes) of:
1. Lead the development, planning, coordination, and implementation of the country program in line with strategic objectives and internal systems that include accountability and evidence-based outcomes.
2. Develop new project ideas for the country Program ensuring alignment with strategic objectives and local need.
3. Undertake advocacy and build relationships with stakeholders, including government officials and other NGOs that lead to outcomes that contribute to the ending of avoidable blindness in the local context.
4. Strong conceptual and analytical skills to be able to develop new initiatives, identify critical issues, build capacity and standardize processes.
5. Manage partner relationships within the agreed governance frameworks of FHF, Australia and Pakistan.
6. Collaborate across the country team to develop and maintain strong relationships internally and with all partners.
7. Build capability within the team to drive a culture of engagement and collaboration within The Foundation.
8. Accountable for budget and variance management of the program implemented.
9. 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:
- Understanding of trends and standards in development work in Pakistan.
- Good co-ordination and communication skills;
- Computer literate; experience in database management, and use of Microsoft packages
- Excellent written and spoken skill in English

Essential Experience:
- Management, International / Community Development, Public Administration, Sociology, Public health
- Minimum 7/8 years of progressive work experience, preferably in the development sector with a local or international development organization.
- Minimum of 4 years of experience in Senior officer position/supervisory role
- Demonstrated experience in areas of Project Design and development, implementation and M & E.
- Experience in dealing with a variety of Government ministries, local and international donor organizations, and other partners;
- Knowledge of health development issues, especially in health systems reforms and advocacy issues in the context of Pakistan.

Desirable Experience:
- Relevant degree or training in relevant field such a project development, project cycle management
- Experience in research activities and data management
- Previous experience of a Managerial Level.
- Experience in eye health, neglected tropical diseases e.g. trachoma, or non-communicable disease management e.g. diabetes

Qualifications:
Experience in International Development, project management and leading a task or unit

Travel:
Ability to travel regionally and internationally. Ability spend 30%-35% of his/her time in the field to monitor and support partners

The position involves:
This position is recognised as having “Contact with Children” either direct or indirect.
This position does involve “Working with Children” either direct or indirect.
This position does involve working with beneficiaries, donors and/or partners.

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