

Job Posting: Director, Botswana-UPenn Partnership

Title: Director, Botswana-UPenn Partnership
Department: Center for Global Health
Institution: Perelman School of Medicine of the University of Pennsylvania
Job Location: Gaborone, Botswana
Posting Date: 3/13/17
Initial Review Date: 4/15/17
Salary: Salary is commensurate with experience and education

The University of Pennsylvania (Penn), led by the Perelman School of Medicine, University of Pennsylvania Health System, and the Children's Hospital of Philadelphia (CHOP) have worked in Botswana since 2001 with an overall mission to address inequities in health care in sub-Saharan Africa and, specifically, to improve the health of the residents of Botswana. The primary goals of this mission are to build health care and research capacity within Botswana, the region, and at Penn by nurturing the development of talented individuals with a passion for global health; to assess and remediate gaps in health care implementation, quality and effectiveness in Botswana and the region; and to advance research on major regional disease burdens, including both communicable and non-communicable diseases. Penn's effort is achieved through a collaboration that embraces both the University of Botswana (UB) and the Botswana Ministry of Health (MOH) – the Botswana-UPenn Partnership (BUP) serves as the operational arm of this mission.

To achieve its mission BUP employs more than 140 full-time staff in-country. Working closely with UB and the MOH, BUP provides an interface to the numerous national and international entities that are engaged in global health. BUP supports advancement of local objectives through the conduct of care, education and research undertaken by rotating and on-site Penn faculty. BUP also oversees the on-site education of Penn clinical and research trainees. Proactive program development, relations, and funding, as well as daily oversight of BUP are the primary responsibilities of the program Director. The BUP Director reports to the Director of the Center for Global Health at the Perelman School of Medicine, and is guided by an Advisory Board of distinguished colleagues with expertise in health care, education and research.

The Perelman School of Medicine is the oldest and one of the finest medical schools in the United States. Penn is rich in tradition and heritage, and at the same time consistently at the forefront of new developments and innovations in medical education and research. Since its founding in 1765 the School has been a strong presence in the local and global communities and prides itself on educating the leaders of tomorrow in patient care, biomedical research, and medical education. At Penn academic excellence is measured as much by dedication to our trainees, compassion for our patients, and commitment to our community as by scholarly eminence. Medicine is one of twelve outstanding schools of the University. This historic, Ivy League University consistently ranks among the top 10 within the USA and top 20 worldwide.

The Botswana-UPenn Partnership has an outstanding opportunity for a program Director based predominantly in Gaborone, Botswana. The position of Director requires an individual with demonstrated expertise in public health and research, a track record of publications and sponsored research funding, and global health program management and capacity development experience. The successful candidate should be qualified to serve as a member of the faculty of the Perelman School of Medicine. The position requires effective communication with both domestic and international staff, local universities, Ministry of Health and other governmental bodies, US-based funders and other implementing partners within and beyond Botswana. The Director must provide leadership in developing sustainable programs using extramural funding vehicles while also effectively using available resources to meet those expectations. In addition, the Director is required to use sophisticated problem-solving skills and to successfully interface and communicate within the organization, within the University of Pennsylvania, and externally to local stakeholders.

Responsibilities

Strategic Leadership:

The Director will advance BUP's mission, vision, and strategic priorities. Examples of leadership expectations include:

- Connect the work of BUP staff at all levels with the overall objectives and impacts of the organization.
- Advance the work of BUP to achieve its strategic priorities, which are:
 - Become a leading partner organization in health systems strengthening in Botswana—using the World Health Organization (WHO) framework.
 - Apply an approach to capacity development that emphasizes local ownership, transition of BUP-resourced initiatives, and the sustainability of local programming.
 - Obtain support based on a diversified funding portfolio.
 - Serve as an effective global health partner with local entities and donors.
 - Link country based activities to the mission and goals of the Perelman School of Medicine
- Lead productive working relationships with national government representatives, local and international non-government organizations, and funders.
- Work with the Center for Global Health Director and BUP Advisory Committee to guide country level strategic planning.
- Promote BUP's sustainability through new business development, diversification of funding sources, and develop BUP's technical expertise.
- The Director may be the Principal Investigator or Project Director for local funding received directly by the program, responsible for both programmatic accomplishments and pre-and post-award grant management.
- Participate in the leadership of the Center for Global Health's network and build "south to south" partnerships within the network.
- As requested, serve as the liaison for university academic work in-country.

Program Management:

The Director will apply best management practices to assure that programs are planned and implemented with high quality, on time, and on budget. The Director will oversee all in-country personnel and local faculty to assure that the following activities are accomplished:

- Assume overall accountability for attainment of program goals, objectives and deliverables.
- Employ and promote good management practices using a team-based management approach. Embody and engender those qualities that support an effective, efficient, inspired workplace.
- Plan budgets, work plans and all related reports for multiple funding sources and partners as requested.
- Insure compliance with Penn policies as well as all local practices and laws.
- Oversee development, application and regular updates of written policies and procedures for country office operations. Assure concordance between country project policies and procedures to those of Penn, funder and national government requirements and regulations.
- Oversee all administrative, logistical, security and risk management functions for the country office.
- Ensure that BUP meets all requirements to be recognized as a legal entity by the host government.
- Develop and implement a country program monitoring and evaluation plan.
- Communicate regularly and substantively with the Center for Global Health on all project management components and program activities noted above.

Requirements

The successful candidate will hold a graduate or professional degree in health sciences (MD equivalent and/or PhD preferred) and display five years of related work experience, with a leadership role in complex, multi-faceted health program; to include at least three years of experience in a supervisory role, including oversight of managers, technical experts and support staff. The candidate should be qualified to serve as member of the faculty (full or adjunct) of the Perelman School of Medicine; including a proven track record of academic research with related publications and evidence of leadership in sponsored research funding.

Additional preferred attributes include:

- Knowledge of cultural and programmatic issues faced by Botswana or other resource-limited countries
- Knowledge of program management, monitoring and evaluation methods
- Experience with budget development and management, and monitoring of fiscal systems
- Working knowledge of US government and other grants and contracts systems, to advance project progress and comply with funder directives
- Employee relations skills, including demonstrated ability to bring together diverse professionals into a functioning, effective work team
- Demonstrated ability to facilitate effective collaboration with diverse partners

- Excellent written and verbal communication skills in English
- Demonstrated ability to interact with persons from a variety of professional disciplines and from different levels of society in a tactful, diplomatic, and culturally-appropriate manner
- Demonstrated ability to work independently, with balance between strategic leadership and attention to detail

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

Conditions of Employment

This position is based in Gaborone, Botswana. The appointment term is for three years with possibility for extension. The Director must be available and willing to travel domestically in remote areas and internationally up to 15% time, and must be prepared to follow Penn and US government recommended precautions and prophylaxis for disease. The Director will participate in conference calls and Internet meetings outside of traditional business hours several times per week in order to accommodate the time difference between Botswana and the US. The successful candidate may be eligible for relocation assistance if their home of record is outside Botswana.

Application Process

Please submit a cover letter and Resume/CV to hcalvert@mail.med.upenn.edu. Initial consideration of applicants will begin on March 20, 2017 with the first review completed by April 15 and continue until a candidate is selected.

A satisfactory outcome from criminal background verification may be required prior to hire.
The University of Pennsylvania is an equal opportunity, affirmative action employer.