



Technical Advisor, CRVS, Global Grants Program

Vital Strategies

Vital Strategies, headquartered in New York City, is an international public health organization. Our programs strengthen public health systems and address the world's leading causes of illness, injury and death. We currently work in 73 countries, supporting data-driven decision making in government, advancing evidence-based public health policies and mounting strategic communication campaigns. Vital Strategies' priorities are driven by the greatest potential to improve and save lives. They include non-communicable disease prevention, cardiovascular health promotion, tobacco control, road safety, obesity prevention, epidemic prevention, environmental health, vital statistics systems building and multi-drug resistant tuberculosis treatment research. Our programs are concentrated in low- and middle-income cities in Africa, Latin America, Asia and the Pacific. Please visit our website at www.vitalstrategies.org to find out more about our work.

The Position

This position supports the Bloomberg Philanthropies Data for Health Initiative which aims to enhance public health data collection and use in low- and middle-income countries. The goal of the initiative is to ensure that a billion more people live in countries where data are used to steer public policy and program decisions. Under the Initiative, Vital Strategies, in partnership with other global public health organizations, is implementing a multi-year program to improve civil registration and vital statistics (CRVS) in numerous countries and municipalities in Africa, Latin America, Asia, and the Pacific. Vital Strategies provides technical and implementation assistance to several of these.

[The CRVS Improvement Program](#) supports interventions to improve the registration of births and deaths; improve the availability and quality of cause of death information for both facility- and home-based events; and improve the timeliness of available vital statistics information and reports. [The Global Grants Program](#) (GGP) supports focused, results-oriented projects that improve public health data in the priority areas of the Data for Health (D4H) Initiative so that governments are equipped with the tools and systems to collect and use data effectively.

The Technical Advisor – CRVS Projects - Global Grants Program will lead technical assistance provision for much of the global CRVS projects portfolio of the GGP, including developing new and relevant outcome-oriented projects, planning and monitoring work plans, identifying external sources of technical assistance, and collaborating with Country Teams. The Technical Advisor will be a part of the Global CRVS team working under the supervision of the CRVS Project Director with reporting to the GGP Director. This position is based in NYC.

Specific Duties:

- Partner with existing GGP grantees to ensure the effective implementation of ongoing projects. Related responsibilities include:
 - Collaborate with Country Teams to facilitate in-country implementation of activities in a way that promotes country ownership and leadership, leads to the institutionalization and sustainability of CRVS system improvements, and builds local capacity
 - Manage and coordinate the provision of all topic specific technical assistance to the country by communicating with government officials, internal technical advisors and external consultants

- Monitor grantee reporting of country level activities against key project milestones and deliverables (e.g. institutionalization of interventions)
- Ensure grantees are timely and accurate in reporting on activities and objectives and impact
- Establish relationships with new applicants, including senior government officials, to develop strong, realistic and focused projects. Related responsibilities include:
 - Providing support to government to identify a relevant fiscal agent where necessary
 - Supporting the development of feasible country-owned work plans
 - Ensuring the production of detailed budgeted implementation plans that prioritize activities to maximize local impact
 - Managing the development and signing of collaboration agreements, MOUs and grant agreements with governments and fiscal agents
 - Upon funding approval: the activities detailed in the bullet above
- Travel in-country as needed (up to 30%)
- Participate in CRVS Team meetings and activities and perform other duties for the Directors

Qualifications and skill set:

- Post-graduate degree in relevant field (e.g. public health, epidemiology) from a recognized university
- At least 8 years of work experience; preferably 5 years working on international development projects, ideally on projects in multiple low- and middle-income countries and on projects with strong data and information or M&E components
- Fluency in Spanish
- Previous experience in CRVS strengthening or mortality surveillance a major plus
- Strong project management skills including financial and technical oversight
- Experience in working collaboratively and remotely with internal and external team members to meet expectations and deliver the necessary technical assistance in a timely manner
- Ability to work independently and self-directed as well as across cultures and in a team of a broad range of government, academic and other stakeholders
- Proven ability to manage multiple ongoing tasks
- Patient and adaptable to rapidly changing environments
- Excellent interpersonal communication skills (both written and verbal)
- Capable of quickly understanding and analyzing complex problems and situations and identifying solutions to achieve objectives
- Detail-orientated, self-starter with a positive attitude, and willingness to learn
- Proficient user of Microsoft Office suite (MS Word, Excel, Outlook, PowerPoint), familiarity with Box and Monday a plus
- Possess a genuine interest in the mission and vision of Vital Strategies
- Work experience on multiple continents a plus

How to Apply

Please send a CV and cover letter to hr@vitalstrategies.org, indicating the position applied for in the subject line. Closing date for applications is **September 30, 2019**. Only shortlisted candidates will be contacted.

Vital Strategies offers highly competitive compensation and comprehensive benefits. Vital welcomes and supports a diverse, inclusive work environment. As such, our commitment is to promote equal employment opportunities (EEO) for all applicants seeking employment.