



**Job Position:** Programs and Partnerships Manager  
**Location:** NYC or Africa based/remote optional  
**Application Deadline:** Rolling deadline until position is filled  
**Type of Contract:** Full-time  
**Starting Date:** ASAP  
**Salary:** Commensurate with experience

### **About The Access Challenge**

The Access Challenge is a New York-based advocacy organization supporting Universal Health Access across Africa in partnership with the African Union, Africa CDC, WHO, and the Jakaya Mrisho Kikwete Foundation. We partner with leaders to promote universal health access policy at the Head of State and Ministerial levels. We also build African-centered mass-media and strategic advocacy campaigns to catalyze policy maker and individual support for Universal Health Coverage. We seek to influence policy to enable a world where the next generation of global citizens, our children, have equal access to the opportunities and services they need to thrive. This access will be universal, and will not be dictated by where a child is born, or his/her economic status. Our dedicated team works strategically alongside leaders and influencers at the country, continental, and international level. We strive to encourage a culture of collaboration and cooperation within the public health sector.

### **Position Summary**

The Programs and Partnerships Manager will identify and recruit new supporters and partners for our work, will maintain relationships with these partners and will support program implementation. The Manager will be someone with a flexible and open-minded work ethic, and the ability to support a variety of daily tasks and projects for The Access Challenge team. The Manager will project manage various programmatic activities; coordinate and cultivate public health partnerships; and research and pursue grant opportunities. The Programs and Partnerships Manager will be an essential part of the team, and will work closely to meet and exceed the organization's strategic objectives for this mission driven organization.

### **Responsibilities**

#### ***Development***

- Track TAC's existing grants and research relevant RFPs, new opportunities, grant applications
- .Create quarterly donor reports based on progress on various campaign activities
- Identify new funding sources and strategic partnerships
- Coordinate with the Communications Manager on TAC's engagement in global and regional events.
- Manage, plan, execute all TAC events held at (UNGA, WHA, AU, etc)

#### ***Partnership management***

- Assist in developing and maintaining sustainable relationships with current and new strategic partners whose activities/resources complement those of The Access Challenge.
- Participate in a variety of African and global health fora.



- Manage existing partnerships and build new relationships with key strategic media partners, influencers, community-based organizations and private sector engagement
- Identify community-based organizations and other major localized players to facilitate media, landscape analysis and ongoing monitoring and evaluation
- Identify and explore new partnerships, including updating the partnership mapping and establishing relationships for collaborating on programs.

### ***Program Management***

- Project manage several on-going campaigns and programs.
- Create partnerships with youth, community, and faith partners in each country for campaigns.

### ***Design and Content Creation***

- Using Canva and Adobe Suite, create eye-catching content for social media, traditional media, and the TAC website
- Lead deck creation for fundraising and other presentations

### ***Events***

- High level political and policy events are a core part of TAC's mission. Lead event planning and execution activities, including identifying key speakers, panelists, and overseeing various communications tasks to ensure that these conferences best support the campaign's mission.
- Support relationships with vendors and venues.

### **Qualifications**

- Bachelors or Masters in a field related to public health, global health, communications and/or business or marketing.
- At least one year of relevant programs or global health or communications experience
- Strong partnership skills. Strong collaboration skills; comfortable working with individuals, foundation funders, and stakeholders across sectors and with diverse groups of people in different departments, functions, and culture
- Excellent written communications skills. Exceptional analytical skills and proven ability to develop high-level, compelling communications materials.
- Excellent organizational skills, an ability to set priorities, meet deadlines and work well under pressure
- Proficiency in Microsoft Office, Dropbox and/or Google Drive, Zoom, and Customer Relationship Management (CRM) donor relations database system, (prior experience with Network for Good is a plus.)
- Experience in executing social media communications and campaigns on top social platforms including Twitter, Instagram, Facebook, and LinkedIn.
- Experience working in Sub-Saharan Africa.
- Strong commitment to the mission, philosophy, and goals of The Access Challenge.