

Inclusive Health Policy Lead

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| Job Title: | Inclusive Health Policy Lead |
| Reports To: | Head of Health and Prevention Unit |
| Number of Direct Subordinates: | None |
| Location: | Silver Spring, MD |
| Special Considerations: | Also reports to HI US Executive Director |

Background

Handicap International (HI) Federation is an international humanitarian organization that works to improve the living conditions of people in disabling situations in either post-conflict or low-income countries. Founded in France in 1982, the HI Federation now has more than 3,350 personnel working in nearly 60 countries. Eight national associations based in France, Switzerland, Belgium, Germany, Luxembourg, Great Britain, Canada and the United States, provide overall support for the field programs, which are implemented through the HI Federation headquarters in Lyon, France and Brussels, Belgium.

The Federation's programs reduce and address the consequences of disabling accidents and diseases, clear landmines and unexploded ordnance, and prevent mine-related accidents through education; respond fast and effectively to natural and civil disasters in order to limit serious and permanent injustices, and to assist survivors with social and economic reintegration; advocate for the universal recognition of the rights of people with disabilities through national planning and advocacy; and promote the elimination of landmines and cluster munitions, and a halt of the use of explosive weapons in populated areas.

Handicap International, a 501(c) 3 organization with an independent Board of Directors, is a constituent member of the HI Federation. HI has an office in Silver Spring, MD. Their mission is to support the work of the HI Federation by administering grants and contracts, raising awareness of the needs among the populations we serve, mobilizing private and public financial support, representing HI with national, international bilateral and multilateral institutions based in the U.S., facilitating the recruitment of personnel, and raising the organization's profile. Handicap International also engages in education programs with the general public and advocates for the U.S.'s accession to the landmine and cluster munitions treaties, as well as the Convention on the Rights of Persons with Disabilities. The organization raises approximately \$16 million per year in the U.S., of which 90 percent derives from grants and cooperative agreements with the U.S. Government. The organization conducts active outreach to the U.S. public through digital and other media.

Purpose of the Job

The Inclusive Health Policy Lead is a member of the senior management team and reports to the Head of the Handicap International Federation Prevention and Health Unit, as well as to the Executive Director of Handicap International. The Inclusive Health Policy Lead also works closely with the Executive Director of Handicap International Canada. In the inclusive health technical area, and in respect to HI mandates, policies, and technical positioning, the inclusive Health Policy Lead provides technical support and engages in communication and advocacy to develop and expand HI's profile and impact through:

- Promoting HI's technical positioning, approaches, know-how and expertise in global health, steering the analysis and strategy in relation to the positioning and know how laid out by the technical advisors
- Developing adapted offers for technical assistance and expanding HI's capacity to collaborate with mainstream humanitarian and development stakeholders in inclusive health
- Influencing and developing health and rehab policies and practices, including INGOs, private sector, governments and donors in line with the federal advocacy strategy
- Providing technical expertise and capacity building to Handicap International staff in the U.S. and Canada.

This is a full-time, non-exempt position based in Silver Spring, MD. The successful candidate will travel internationally up to 20 percent of the year, including to Canada, France and Belgium, as well as to other countries, primarily in the Americas.

Key Areas of Responsibility

1. Definition of HI Technical Assistance Offers–

Based on HI Health and prevention expertise and a review of experience and thematic stakeholder analysis, support the definition and promotion of Handicap International technical assistance within Prevention and Health. (Estimated 30% of the job)

In line with the Federal strategy and technical unit's strategic orientations and plan of action:

- a) Identify, analyse and monitor the evolutions of global health stakeholders positioning including Ministry of Health, Mainstream NGOs, research institutes and universities, donors, private sector, civil society and identify trends and opportunities for HI's technical assistance on global health and prevention.
- b) In close collaboration with the Prevention and Health TAs, review the key learning, recommendations and added value of HI experience and define key targets for collaboration and technical assistance.
- c) Identify the required technical partnerships and other alliances to take part in the strategic advocacy channels and specific frameworks to raise HI's profile and credibility in global health.
- d) Develop communication and support materials with the support of the communications division and specialists, based on the prevention and health know-how and skills developed by the Prevention and Health sector.

2. Technical Communication, Advocacy and Policy Influence –

Promote HI's approaches in global health and rehabilitation through communication, advocacy, research identification of partnership opportunities and policy influence in the relevant professional networks in coherence with the federal advocacy strategy. (Estimated 40% of the job)

- a) Define and lead a communication and advocacy strategy to promote HI's technical assistance in global health, including rehabilitation.
- b) In collaboration with the heads of health and rehabilitation unit, develop an annual 'global health analysis report' for HI to assess their work in relation to emerging trends and priority issues for the global health sector

- c) Develop communication and support materials with the support of the communications division and specialists, based around inclusive health, special resources and skills developed by the Sector.
- d) Contribute to the elaboration and implementation of federal advocacy strategy and action plans through participation to the thematic coordination committee on development (CCT development)
- e) In close collaboration with federal advocacy, and in line with the Action Plan defined within CCT Development, influence global health stakeholders policies and priorities so that they better reflect and include disability through targeted awareness-raising, side-events, training and/or influencing criteria for funding.
- f) Develop/maintain relationships with senior and working level government and international organization (e.g. WHO, UNICEF, World Bank) contacts on specific health policy issues and financing asks.
- g) Participate in and support TA engagement in key identified health networks to ensure HI is well positioned to capitalize on advocacy, policy and/or implementation opportunities.
- h) With the TA, ensure active follow-up of innovations and developments and monitor the evolutions of issues in donors policies
- i) Represent HI at health related meetings, conferences, and speaking engagements
- j) Support field actions in health and rehabilitation aimed at influencing policy or engaging in advocacy.
- k) Communicate internally and link with the Technical Advisor to reflect developments and opportunities in the sector, especially around research opportunities.
- l) Ensure regular linkages and coordination with the Advocacy unit (UNOP) for institutional advocacy on selected events/work
- m) In close collaboration with the Institutional Funding Department, the Technical Advisor and the concerned National Association(s), identify opportunities for fundraising, strategic alliances and/or consortia to develop and expand technical assistance in global health and rehabilitation
- n) Contribute actively to the definition of the Technical Unit's strategic orientations, action plans, to Unit meetings and to the development of the HI Federal strategy.

3. Develop and Coordinate Health Technical Assistance Actions -

Facilitate the definition, mobilization, delivery and evaluation of technical assistance in global health (Estimated 20% of the job)

- a) In close collaboration with the Head of Unit and TAs in his/her technical area, review the added value of the HI experience and define HI's value for technical assistance in global health and rehabilitation.
- b) Identify, analyse and monitor potential stakeholders (NGOs, donor groups etc.) working in global health who may require HI's technical assistance
- c) Support the development of proposals in response to tender calls or public procurement offers
- d) In close collaboration with TA in his/her technical area and HR department, develop and maintain a roster of technical human resources/consultants able to provide technical

assistance in the area defined in line with quality standards set by HI; mobilize this network in response to requests

- e) Provide technical support and assistance in response to external requests concerning inclusive health technical area, in close coordination with other relevant departments (e.g. institutional funding department, advocacy, human resources, national associations, Task Force and focal points)
- f) Support the TA and concerned programs with technical assistance to INGOs, Ministries or donors, including through direct policy advice or regular exchange with consultants mobilized to provide this support
- g) Control the enforcement of quality standards, including participatory approaches, accessibility and non-discriminatory approaches throughout the process of delivering technical assistance, and advise for improvement as needed
- h) In close coordination with the rehabilitation unit, capitalize on public policy influence work, DPO capacity development needs and opportunities for further advocacy

4. Federal Network Support -

Support the hosting National Association in representation, advocacy and technical profiling of HI towards key stakeholders, including donors and INGOs. (Estimated 10% of the job)

In line with the Federal strategy and the strategic action plan of the hosting National Association, and under the joint supervision of the national Association Director and Head of Technical Unit:

- a.) Provide technical input and support to the development, implementation and monitoring of the National Association's strategic plan and take part in the national Association's regular team meetings.
- b.) Represent HI and promote the inclusive health technical expertise in meetings, events and conferences organized in the country and support the identification of potential partnerships or consortia.
- c.) In close coordination with PSOs and communication officers, supporting and profiling HI in the country, through engaging with donors and INGOs and influencing their policies and practices towards improved inclusion of people with disabilities.
- d.) Support any activities in developing a human resources strategy within the NA country for inclusive health technical profiles.

Qualifications

- 5-7 years of experience in advocacy in an international context, a focus on global health and development is a plus;
- Some experience of inclusive health focusing on excluded groups, vulnerable people and/or persons with disabilities
- Bachelor's degree in global health, public health, international development or a related field required; Master's Degree preferred

- Knowledge of U.S. and Canadian funding sources, particularly governmental, for global health programs
- Prior experience as a member or member organization-representative within global health Network
- Strong analytical, organizational, and problem solving skills
- Excellent written and oral communications skills, including in Microsoft Word, Excel, PowerPoint, and other communication software
- Fluent, professional written and spoken English
- French language competency preferred, Spanish is a plus

People with disabilities are strongly encouraged to apply.

Mandatory: Pre-existing authorization to work in the U.S. required.

Salary commensurate with experience. Excellent benefits.

Please send a cover letter, resume/CV, and salary history as attachments to health@handicap-international.us

Please submit your application with the subject line: "Inclusive Health Policy Lead"