



Post Title: Programme Officer – Public Policy

Reports to: Specialist – Public Policy

Duty Station: Geneva

Date issued: 4 May

Closing Date: 25 May

Level: Work level: 2

Career step: 3

Purpose:

To support the Specialist – Public Policy to monitor and engage in the relevant public policy arenas to inform GAVI policy and programme development and to influence international development policies and priorities, with particular attention to engagement with non-government health and development organisations.

Key results expected:

- Quality advice to management on developments in GAVI's external operating environment related to public policy issues.
- Identification of strategic opportunities and challenges for GAVI in the public policy domain.
- Advantageous positioning and influence of GAVI in international development and global health fora.

Main duties/ responsibilities:

- Under the supervision of the Specialist – Public Policy, research, analyse and prepare advice on public policy developments in global health and international development.
- Undertake specific research activities to inform GAVI's advocacy and outreach.
- Monitor and analyse potential impact of trends in public policy issues of relevance to GAVI's mission and provide regular advice on same to GAVI management.
- Maintain network of relationships with research and policy staff and in relevant organisations, particularly non-government health and international development organisations.



- Assist in planning and organisation of events to advance and promote GAVI's interests in public policy, including positioning GAVI as leading innovation in approaches to development.

Minimum requirements:

Academic:

- Graduate level degree in relevant discipline (economics, international relations, public health, government policy)

Experience:

- 5 years experience in research or policy development work in a relevant environment, such as international development or public health

Skills/competencies:

- Developed research skills; analytical capacity; data analysis capacity; excellent written and verbal presentation skills; results focus; very good interpersonal skills to work with teams in cross-cultural environments and capacity to build strong working relationships within and outside GAVI.

Languages:

- Fluency in written and spoken English. Other languages an asset

Remuneration:

Competitive

Remarks:

Please send your application directly to: recruiting@gavialliance.org by the closing date and mention 'Programme Officer – Public Policy' in the subject of the email. Only short listed candidates will be contacted.