



Job Opening: IAETC Program Director

The International Training and Education Center for Health (I-TECH) is a center in the University of Washington's Department of Global Health that works in partnership with the University of California, San Francisco. I-TECH is focused on the mission of *working with local partners to develop skilled health care workers and strong national health systems in resource-limited settings* and has projects in more than 20 countries, including established country offices in 13 developing countries. Work is primarily supported through multiple federal awards, many of them targeting prevention, care, and treatment of HIV and other infectious diseases. The International AIDS Education and Training Center (IAETC) is the largest award, funded by the Health Resources and Services Administration (HRSA) with an annual budget of approximately US\$25 million.

I-TECH is currently recruiting for the IAETC Program Director. The Program Director operates under the direction of the Principal Investigator (PI), Dr. Ann Downer, and oversees all activities and operations of the IAETC. Key responsibilities include:

IAETC Leadership

- Collaborate with the PI, Co-PIs, Director of M&E, and other technical experts to ensure that best practices are employed throughout the program;
- Build and maintain an effective senior management team for the IAETC;
- Pursue partnerships and collaborations within and outside the UW that promote the ability of the IAETC to manage global programs with skill and ingenuity;
- Analyze and resolve emergent issues, interfacing with staff and partners as well as UW systems and stakeholders; and,
- Embody and engender those qualities that support an effective, efficient, inspired workplace, including commitment to I-TECH's *Operating Principles*.

Grants Management

- Liaise with HRSA Project Officer, including providing regular updates and collaborating on issues such as funding flows;
- Assure compliance with all terms and conditions of the IAETC cooperative agreement; and,
- Coordinate annual renewal applications for the cooperative agreement;

Operational Oversight

- Work in collaboration with the I-TECH Managing Director and staff to oversee contractual and operational compliance with terms set by funding organizations, university administration, and relevant governmental jurisdictions; and,
- Assure effective and robust budget management systems in order to manage a cumulative annual budget in the tens of millions;

Legal and Risk Management Oversight

- Work in close collaboration with the I-TECH Managing Director to assure effective implementation of I-TECH Center and UW policy;
- Assure close collaboration with the UW Office of the Attorney General and locally contracted attorneys to assure compliance with domestic and international laws in relation to IAETC operations, particularly in foreign settings; and
- Assess risk using the Enterprise Risk Management framework and make recommendations to the PI about optional courses of action.

This position requires an individual with significant global health program management experience in resource-limited settings. Knowledge of and experience with federal grants/cooperative agreements, and associated federal regulations is essential. Required credentials for this position are a Master's degree in public health, public administration, business administration or a related field as well as at least 10 years of management and leadership experience in a global development setting. Desired qualifications include familiarity with PEPFAR funding and the HRSA AETC program, experience working within a University of public/state institution and extensive international work travel, especially within low-middle income countries.

If you have the required training, expertise, and experience, and would like to join I-TECH in this vital work, we encourage you to apply!

For complete position details and application instructions, please visit the University of Washington Human Resources website at www.hr.uw.edu/jobs and search for Requisition #144016.

This position is open until filled. Priority consideration given to applicants who submit by April 24, 2017.

*For more information about
I-TECH, visit our website: www.go2itech.org*



The University of Washington is an [equal opportunity, affirmative action employer](#). To request accommodation in the application process, contact the Disability Services Office at 206-543-6450 / 206-543-6452 (tty) or dso@uw.edu.