HRSA/QISSEC Project Director

I-TECH envisions a healthy world in which all people and communities flourish. Join a multi-disciplinary team consisting of local and global staff who are working closely together to foster healthier communities, and equitable partnerships in research, training, and public health practice. I-TECH has projects in more than 20 countries, and its worldwide staff work in partnership with local ministries of health, universities, non-governmental organizations, medical facilities, and other partners. I-TECH supports development of skilled work forces and overall health systems strengthening with a focus on sustainability and transition to local ownership. As reflected in the [I-TECH Diversity Statement](), I-TECH is committed to being anti-racist and promotes health and equity in health for all people worldwide.

Project Overview
The International Training and Education Center for Health (I-TECH) is a center of the University of Washington (UW) Department of Global Health (DGH), a division of the Schools of Medicine and Public Health. The work shall be in support of the HRSA/Quality Improvement Solutions for Sustained Epidemic Control (QISSEC) project in Kinshasa, Democratic Republic of Congo (DRC).

1. *Identify Quality Management Gaps in the Continuum of HIV Care*
2. *Strengthen and build PNLS and implementing partner capacity and systems, including tools and SOPs*
3. *Standardize CQI Methodology*
4. *Develop a National Quality Improvement Strategy*

Project Director Scope of Work
The Project Director will be the team focal point for the Principal Investigator (PI) and Seattle-based Management team, as well as represent the project to its partners, I-TECH Côte d'Ivoire, and stakeholders in DRC. This position shall be responsible for the day-to-day implementation of the project, participate in key stakeholder engagement, and liaise closely with HRSA. This is a consulting position with a negotiated hourly rate. The position is expected to last 6-12 months.

Line of Reporting
This position will report to the Senior Program Manager (SPM) for the HRSA/QISSEC project.

Position Responsibilities

Leadership
- Collaborate with the PI, SPM, and other technical experts to ensure that best practices are employed throughout the project;

- Lead management team meetings to assess progress, address challenges, and problem-solve solutions;
- Pursue partnerships and collaborations outside the UW that promote the ability of QISSEC to manage other QI programs with skill and ingenuity;
- Analyze and resolve emergent issues, interfacing with staff and partners as well as stakeholders;
- Assure effective management and organizational structures to support accomplishment of program goals;
- Support each QISSEC team member in optimally contributing to the achievement of overall programmatic goals and objectives;
- Manage change and manage for results, applying these skills in frequently ambiguous situations and changing conditions; and

Grants Management
- Liaise with HRSA Project Officer (PO), including providing regular updates and collaborating on issues such as funding flow;
- Prepare for and lead visits from HRSA PO;
- Assure timely responsiveness to requests for reports and data from HRSA; and
- Support efforts to document and communicate performance of the QISSEC project to donors and other stakeholders; and

Legal and Risk Management Oversight
- Work in close collaboration with the I-TECH Management Team to assure effective implementation of I-TECH Center and UW policy;
- Work closely with I-TECH Center management to assure the safety and security of staff and assets in foreign locations.

Required Qualifications
- Master's degree in medicine, public health, public administration, business administration, or related field;
- 10 years management and leadership experience in a public health setting;
- Experience in managing global health projects in resource-limited settings;
- Ability to work in close collaboration with senior technical experts;
- Leadership skills and a track record of successfully fostering employee contribution and development;
- Ability to lead and facilitate cross-cultural, multi-disciplinary teams and to work effectively across cultures;
- Ability to authoritatively represent QISSEC with a wide range of officials and partners;
- Ability to make decisions based upon judgment and experience even when all necessary evidence or information is not available;
- Grants management skills;
- Strong oral and written communication skills in French and English;
- Ability to travel, as needed, to problem-solve and facilitate solutions.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

Consulting Assignment Details

This is an onsite consulting opportunity in Kinshasa, DRC. Up to several times per week, the position requires participation in conference calls or meetings during the late evening to accommodate the time zones of the other countries where I-TECH works. The relationship between the University and any awarded bidder will be that of an independent contractor. The awarded bidder will be expected to enter into a contract with I-TECH. The University of Washington General Terms and Conditions, as well as Federal Grant Terms and Conditions, will be incorporated into any contract award as a result of this solicitation.

The successful contractor(s) will be selected based on:
● Demonstrated ability to provide the requested services
● Previous experience and expertise
● Cost proposal
● References

At its sole discretion, the University may require contractors to participate in an interview or provide a presentation to the evaluation committee. If so, the score from the interview and/or the presentation may be combined with the score of the proposal to identify the apparent successful contractor. The University will contact the contractor directly to schedule the interview/presentation.

Applicants: Persons interested in applying for this position should send their CV, cover letter to and consulting fee rate to:

Ms. Marisa Van Osdale at mvanosda@uw.edu by **March 15, 2024.**