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Country Director, Jamaica, Data.FI

Jamaica
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Company Overview:

About Palladium - Palladium is a global leader in the design, development and delivery of Positive Impact – the intentional creation of enduring social and economic value. We work with governments, businesses, and investors to solve the world's most pressing challenges. With a team of more than 3,000 employees operating in 90 plus countries and a global network of over 35,000 experts, we help improve economies, societies and, most importantly, people's lives.

Diversity, Equity & Inclusion - We welcome applications from all sections of society and actively encourage diversity to drive innovation, creativity, success and good practice. We positively welcome and seek to ensure we achieve diversity in our workforce; and that all job applicants and employees receive equal and fair treatment regardless of their background or personal characteristics. These include: (but are not limited to) socio-economic background, age, race, gender identity, religion, ethnicity, sexual orientation, disability, nationality, veteran, marital or Indigenous status.

Should you require any adjustments or accommodations to be made due to a disability or you are

a neurodivergent individual or any other circumstance, please email our team at accessibility@thepalladiumgroup.com

Safeguarding - We define Safeguarding as "the preventative action taken by Palladium to protect our people, clients and the communities we work with from harm". We are committed to ensuring that all children and adults who come into contact with Palladium are treated with respect and are free from abuse. All successful candidates will be subject to an enhanced selection process including safeguarding-focused interviews and a rigorous due diligence process.

Purpose of Position:

Palladium is currently seeking a Country Director, Jamaica to support implementation of the Translating Data for Implementation (Data.FI) award. Data.FI is a five-year global project funded by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) and the U.S. Agency for International Development (USAID). Data.FI partners with PEPFAR programs to accelerate and sustain access to high-quality data to expedite HIV and COVID-19 epidemic control and maintenance. Data.FI supports host country governments to enhance existing health information systems (HIS) and conduct in-depth analysis of epidemiologic and program data to inform management responses to gaps in programming and sustain impact by supporting local partner transition.
In Jamaica, Data.FI will lead a team of technical advisors with expertise in digital health and data analytics to support the government through USAID to better monitor and mitigate the impacts of the COVID-19 epidemic. The Country Director for Data.FI, Jamaica will provide leadership to and be responsible for the successful management of the Data.FI program in Jamaica, including building and maintaining relationships with stakeholders and submission of all technical products to the highest standard of quality, financial management and compliance.
This position is based in Kingston, Jamaica. The initial position term is 12 months, with an extension dependent on continued project funding.

Primary Responsibilities:

- Provide overall technical and financial oversight to Data.FI/Jamaica, managing a team of digital health staff and data analysts, to achieve the objectives and benchmarks laid out in the workplan
    - Meet contractual obligations, meet activity benchmarks, produce all project products, and achieve project results as specified by the activity workplan
    - Ensure the strategic and functional integration across all technical areas of the country workplan
    - Provide technical and managerial oversight to any project partners and sub-contractors in Jamaica
    - Oversee project planning, contribute technical expertise as necessary to ensure project implementation, with a focus on results and financial accountability for all project activities

- - Establish quality control standards in-line with Data.FI and USAID standards
  - Establish a cost share plan for the buy-in, with responsibility for meeting cost share targets
- Advise USAID and the Jamaica government on priorities and approaches with respect to COVID-19 immunization information systems and data analytics
  - Maintain strong, positive working relationships with host-country government, USAID/Jamaica, UNICEF/Jamaica, PAHO, Palladium colleagues, USAID Washington, and partners, including but not limited to major subrecipients, local grantees, subcontractors, and local governments, to ensure effective implementation of project activities
  - Provide strategic vision on program sustainability including strategies for building local capacity
  - Lead and advise on best governance principles, including ownership, inclusiveness, transparency, accountability, integrity, and ethical standards; balance the interests of various stakeholders and support participatory governance through multisectoral partnerships
- Promote project work and contribute to thought leadership
  - Author blogs and related communications about the project's work.
  - Represent project at national, regional, and global technical forums as required

Reporting Requirements:

The role reports to the Data.FI Project Director. Reporting requirements include:

- Attendance at routine Data.FI team meetings;
- Provision of regular updates to the line manager, including status of Key Result Areas (KRAs), and any other material matters and/or areas of concern;
- Submission of financials and forecasts, and contributions to Data.FI internal project and client reporting;
- Lead reporting to USAID for the Jamaica activity;
- Other reporting as requested by the line manager.

Relationships:

- The role is part of the Data.FI Project Team and will work in coordination with US-based and regional technical leadership and project management staff.
- The role is the principal liaison to the client, USAID/Jamaica, to the Government of Jamaica (primary beneficiary) and to partner organizations in Jamaica.
- This role will supervise a number of senior positions, including finance staff.

Authority Levels:

- The role carries a degree of autonomy on technical leadership with appropriate consultation.
- Oversee and maintain quality country over project activities at the country level.
- Manage the Jamaica activity budget with the Finance Manager and HQ Project management team.
- Contribute to process improvement through innovative and cost-effective proposals and ideas.

Minimum Education and Experience Required:

- Masters level education in public health, health informatics, monitoring and evaluation, or another relevant field of study; MBA or PMP certification would be an asset.
- At least five years' of experience managing complex digital health programs with experience in program, financial and administration management; staff oversight and supervision; award contractual compliance; sub-award management; and tracking project performance and costs via specific funding streams. Experience managing a USAID-funded program strongly preferred.
- Additional 8 years of technical experience in health information systems strengthening or digital health or similar. Experience working in digital health on a USAID-funded project strongly preferred.
- Recent work experience supporting national health information systems in Jamaica (the last three years).
- Experience working at different levels of the health system, from the district to the national level, in Jamaica, including strong working relationships with government staffing working in strategic information and informatics.

Key Competencies and Professional Experience Required:

- Demonstrated ability to establish and maintain effective working relationships with USAID, government officials, and other development partners (including PAHO). Demonstrated high-level stakeholder alignment skills.
- Demonstrated understanding of health information systems including surveillance systems. Experience supporting immunization information systems is preferred.
- Demonstrated understanding of the COVID-19 data streams in Jamaica, and the information needs of stakeholders from the facility level through to the national level.
- Experience working with the private health sector in Jamaica
- Expertise in developing or overseeing the development of decision support tools, preferred.

- Strong management skills, strategic vision, leadership qualities, professional reputation, and ability to create synergies across a program of work.
- Experience overseeing a team of M&E and health informatics professionals, based across multiple sites.
- Detail-oriented and deadline-driven with strong organizational skills and ability to work in a dynamic and agile environment with changing requirements and priorities.
- Demonstrated ability to work effectively as a member of a fast-moving and multicultural team while maintaining a client-centered focus, and promoting diversity and inclusion across different cultures, genders, and hierarchical levels.
- Excellent interpersonal, written and verbal communication skills.
- Sound problem solving and decision-making skills.
- Entrepreneurial and inquisitive mindset that takes initiative to learn new systems, technologies, and skills pertinent to the work of Data.FI.
- Professional level of oral and written fluency in English language.
- Willingness to travel within Jamaica at least 25-30% of the time and internationally, periodically.
- Current legal authorization to work long-term in Jamaica.

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