

## VACANCY

### Director of the Tuberculosis Department

The International Union Against Tuberculosis and Lung Disease (The Union) is an international scientific organisation headquartered in Paris, France, with region and country offices in the Africa, Asia Pacific, Europe, Latin America and South-East Asia regions. The focus of our work is on tuberculosis and lung disease, as well as related challenges such as HIV and tobacco control, with emphasis on their impact in low- and middle-income countries.

Since our founding as a global scientific organisation in 1920, The Union has drawn from the best evidence and the skills, expertise and reach of our staff, consultants and membership in order to advance solutions to the most pressing public health challenges affecting people living in poverty around the world.

As a scientific organisation, The Union's approach starts with evidence. We conduct research so that we can know the nature of the challenges we face and their most effective solutions. Through our peer-reviewed journals, our global and regional conferences, and through training courses and technical assistance, we provide platforms for sharing scientific knowledge with stakeholders around the world. And by directly delivering health services and advocating on behalf of those affected by tuberculosis and lung disease, we directly act on the best available scientific knowledge. Know. Share. Act. These principles have driven The Union's work since its founding.

For more information about The Union, please visit [www.theunion.org](http://www.theunion.org).

#### Overall Role

Leading The Union's strategic program of research and implementation projects on tuberculosis. This position reports to the Executive Director of The Union.

#### Background

The Union strives to end suffering due to tuberculosis .... by advancing better prevention and care. We seek to achieve this by the generation, dissemination and implementation of knowledge into policy and practice. We aim to ensure that no-one is left behind, people are treated equally and we have a focus on vulnerable and marginalised populations and communities.

Our first strategic objective is "Knowledge generation: innovation, operational, clinical and public health research".

The person who occupies this role will design, obtain funding for, and oversee the implementation of projects that are consistent with our strategic mission and objectives.

#### Main Responsibilities (80%)

1. Project Design
  - Design research and implementation projects that are innovative, strategically important for TB prevention and control, feasible and fundable. This may be done in collaboration with staff, members, other stakeholders, and partners

2. Partnerships
  - Negotiate strategically and tactically beneficial partnerships relevant to implementation of the projects
3. Budgeting
  - Develop budgets that cover the full direct and indirect costs of implementing the project
4. Seek funding
  - Using a range of networks to seek funding for the proposals
5. Negotiate contracts and other agreements on behalf of The Union (subject to the approval of the Executive Director and the Board)
  - Ensure that all legal, ethical, and regulatory matters are dealt with in a manner that protects the interests of The Union and relevant stakeholders
6. Develop project plan (or supervise a project manager who performs this task)
  - Encompassing approvals, human resource requirements, safety, steering and other committees, financial management, progress reporting, analysis and publication
7. Oversee the implementation of the project plan (or supervise a project manager who performs this task)

### **Secondary responsibilities (20%)**

1. Assist the Director of Training and Education in
  - Reviewing content for TB-related courses
  - Identifying potential faculty to contribute to courses
2. Assist the Director of Conferences in
  - Reviewing content for TB-related sessions at the conference
  - Identifying potential speakers for the conference

### **Managerial responsibilities**

1. In consultation with the Executive Director, appoint, supervise, and support other technical and project staff employed within the TB Department.
2. In consultation with the Executive Director, agree annual KPIs and report progress against these quarterly.
3. In consultation with the Executive Director and the Chief Financial Officer, develop an annual budget for the TB department and review progress, risks and opportunities quarterly.

### **Qualifications and Skills:**

#### **Essential**

1. Minimum 10 years' experience in tuberculosis-related activities (research or implementation)
2. Experience in writing successful project grant applications
3. Experience in writing research protocols
4. Experience in working with regulatory bodies (ethics, governance, drug and device regulators)
5. Successful experience in gaining research or project grant funding
6. Successful experience in implementing projects in low-middle income countries (LMICs)
7. Experience in budgeting and financial management (including preparation for audit)
8. Experience in building, leading and supervising project teams
9. Experience in project management, monitoring and evaluation
10. Fluency in written and spoken English
11. Willingness and ability to travel worldwide if necessary
12. Fluent in written and spoken English

**Desirable**

1. Medical graduate with relevant post-graduate training
2. Experience working with donor and technical agencies

**How to Apply:**

Please send your CV to [hr@theunion.org](mailto:hr@theunion.org) and a cover letter describing how you meet the person specification and criteria of the role, as well as your salary expectations. Please state "DTB" in the subject line of your email

This position will be open until a candidate has been selected for the post. Only shortlisted candidates will be contacted.