



WORLD FEDERATION OF HEMOPHILIA
FÉDÉRATION MONDIALE DE L'HÉMOFILIE
FEDERACIÓN MUNDIAL DE HEMOFILIA

AFFICHAGE EXTERNE / EXTERNAL POSTING

Sector Lead/ Head, Global Training Programs - (world health, NFP)

Chef de secteur, Programmes mondiaux de formation - (santé mondiale, OSBL)

The World Federation of Hemophilia (WFH - <http://www.wfh.org>) is an international not-for-profit organization that provides global leadership to improve and sustain care for people with inherited bleeding disorders, including hemophilia, von Willebrand disease, rare factor deficiencies, and inherited platelet disorders. Established in 1963, the WFH works with member organizations in 140 countries as well as through a network of international volunteers and healthcare providers to achieve our vision of "Treatment For All" around the world.

NO RELOCATION ASSISTANCE to Canada

The WFH is currently seeking an **exceptionally experienced, and results-oriented healthcare development professional** as Head, Global Training Programs **to oversee the operations of its global capacity-building programs & spearhead the development, implementation, and execution of global training & other healthcare development programs activities** for people with bleeding disorders (PWBD), healthcare professionals, and/or WFH national member organizations.

The incumbent **supervises a team of professionals** (approx. 3) at headquarters as well as engaged, **international volunteers**.

Reporting to the Director, Global Development, the Head **develops & monitors a sector budget** including **expenses tracking**, as well as **programs development activities costs**.

Type of position: regular; full-time
Location: Montreal Head office (downtown)/ Covid-19 home-based currently
Start date: AS SOON AS POSSIBLE (mid OCT 2020 latest)

SPECIFIC DUTIES & RESPONSIBILITIES –

- Overall **responsibility for daily operations** of Global Training Programs sector (within Global Dev. department)
- **Oversees WFH Programs activities** (ongoing, to be developed /reviewed as needed) within scope of position:
 - Twinning Program
 - International Hemophilia Training Centers (IHTC) Fellowship Program
 - International External Quality Assessment Scheme (IEQAS)
 - Global von Willebrand Disease (vWD) Initiative
 - Global Workshops for healthcare professionals
 - Global National Member Organization (NMO) training
 - Global Youth leadership
 - NMO Accreditation Program
- **Leads a team** of highly **professional & qualified staff** and **occasional contractual** resources; as required, **mobilizes an expansive international volunteer corps** to deliver worldwide services to WFH members
- In collaboration with the Director –
 - **reviews existing monitoring and evaluation system**; proposes/implements changes if necessary
 - ensures **ongoing monitoring & evaluation of the department's programs** and services
 - **develops bi-annually reports** (GAP PSC) and provides **support for development of the stewardship reports** for other programs (Cornerstone Initiative, Development Grant Program, etc.), as required
- **Develops and coordinates** with each staff member **yearly plans** for their respective **programs areas**

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CONT'D ...

- **Ensures effective implementation, monitoring and reporting** on various WFH **international development programs**
- **Ensures** the Global Training Programs **sector contribution to overall Department's work as well as cross-departmental projects and collaboration**, including Humanitarian Aid, Research & Education, Marketing & Communications, others.
- **Accountable for the financial management** of the Programs sector: with immediate supervisor and the Director, Finance & Administration, **develops an annual budget for approval by the Board of Directors. Monitors revenue & expenses and produces quarterly and annual reports**, tracks organizational performance against strategic, budgetary, and annual plan targets.
- **Responsible**, in compliance with WFH HR policies, for ongoing **Programs staff matters**, including the hiring, training and guidance of staff members, the annual performance assessment and objectives setting of team members in global training programs sector. **Ensures compliance with the WFH personnel management policies** and adherence to all statutory requirements.
- **Coordinates the functioning of the Programs committees** (standing, operational and advisory), as well as their volunteers. Ensures that all committees relevant to the global training programs sector operate efficiently.

Performs other duties and assumes other responsibilities consistent with the Head level as assigned or requested by the Director.

REQUIREMENTS & QUALIFICATIONS -

- **University degree** in international development, public health, political studies, social sciences, education, or related field
- **Eight (8) years (minimum) of relevant work experience** in non-profit international development organizations - healthcare sector preferred - leading, monitoring and evaluating programs and educational activities; **additional (3) years** in a **senior management position as functional team lead**, or equivalent experience
- **Excellent understanding of international development programs: a global geographic perspective**, with specific sensitivity to **current and emerging healthcare issues** and **international development**
- **Proven successful experience in global healthcare development programs and implementation** in one or more emerging countries
- **Demonstrable experience in program development, management, monitoring & evaluation**
- **Demonstrable experience in the development of capacity-building programs for international development and/or healthcare community, non-profit sector**
- Strong **financial planning and budget management experience and skills**
- Ability to **think & act in innovative and creative manner**; capacity to **effectively propose / develop or adapt / implement** ideas, plans, activities
- Strong **interpersonal and communication skills**, with ability to negotiate; effective and collaborative in a team environment as well as able to work autonomously
- **Sensitive to cross-cultural issues**; demonstrated **experience and facility** in working with people from **diverse cultures and countries**; experience **working with volunteers** in a non-for-profit
- **High computer literacy** and extensive experience working with Windows Microsoft Office Suite (Word, Excel, Access, Power Point), internet, databases; experience with events software – an asset
- Excellent **oral and written communication skills in English** (essential to daily WFH international work); working knowledge of **French and Spanish preferred**; knowledge of **other world language/s - an asset**
- Availability and flexibility to undertake **regular travel** within **all WFH world regions**, and at **key international events** (post covid-19)
- **Legally entitled to live & work in Quebec, Canada**

Salary will be commensurate with **background & experience**. Attractive **insurance plans & employee benefits**.

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Please send IMMEDIATELY an **ENGLISH** cv & COVER LETTER (**essential**) to:

E: **recrutement.recruiting@wfh.org**

Fx: +1 514.875.8916

Fédération mondiale de l'hémophilie / The World Federation of Hemophilia - <http://www.wfh.org>
Montréal, QC H3G 1T7 Canada

Facebook: <https://www.facebook.com/wfhemophilia>

Twitter: <https://twitter.com/wfhemophilia>

LinkedIn: <https://www.linkedin.com/company/world-federation-of-hemophilia>

YouTube: <https://www.youtube.com/user/WFHcommunications>

We thank all candidates for their interest, however only short-listed candidates will be contacted.
Une version française de l'affichage est disponible selon la demande.