Evidence Generation Project Manager
12-month contract

Organization: FIND is based in Geneva, Switzerland. We are a global non-profit organization driving innovation in the development and delivery of diagnostics to combat major diseases affecting the world's poorest populations. Our vision is a world where diagnosis guides the way to health for all people. With priorities aligned to those of the global public health community, we turn complex diagnostic challenges into simple solutions through unique partnerships with the public, private and non-profit sectors. Our work bridges Research and Development (R&D) to Access—we have deep technical and practical experience in needs assessments, development of fit-for-purpose products, evidence generation for regulators and policy makers through clinical trials and other studies, analysis of market dynamics, introduction of new products, capacity development to strengthen laboratory systems and manufacturing, and advocacy to expand access.

Location: Geneva, FIND headquarters or possibly remote
Reporting to: Operational Research, Lead

Your mission/Position objective:
Under the supervision of the Operational Research, Lead, the Project Manager will work to support key strategic initiatives, implementation projects and operational research aimed at generating evidence for critical diagnostic tools across FIND's disease programmes to drive policy. The Project Manager will collaborate closely with internal and external stakeholders to manage existing projects and initiatives and support the Project Lead to maximize opportunities for data generation to support FIND goals and priorities. The primary objective of this role will be to support the project management and implementation of business processes across FIND modelling and research projects.

The nature of the role will require someone with an innate ability to structure and monitor progress of their work and the work of others, prioritize appropriately, and execute independently. An ability to clearly communicate across tenure and seniority will be essential given the broad degree of stakeholder engagement expected.

Your responsibilities/Job description:
The primary responsibility of this positions is to transversally manage modelling and research projects across FIND's programme', including:
 – Under the direction of the Operational Research, Lead, link with other key personnel within FIND, including the Head of Data Services and Biobanking, Head of Market Shaping, Head of Country Preparedness, and Head of ACT-A Diagnostics to effectively identify, structure, monitor, execute (and in some instances independently manage) key projects related to FIND's research agenda and priorities
 – Manage internal resources and tools to ensure the success of ongoing modelling and research endeavors,
 – Maintain a comprehensive understanding of all relevant research projects, including the ability to cross-pollinate and "connect the dots" across disease programmes

- Support the team to identify key evidence gaps and subsequently generate and implement appropriate solutions
- Draft and manage contracts for vendors or researchers to support evidence generation projects
- Liaise with key internal and external stakeholders to identify areas where support is needed
- Prepare materials for presentation to senior leaders within FIND and other partner organizations related to evidence generation work

Qualifications:

- At least 3 years' professional experience in related fields
- Experience conducting epidemiological research and/or modelling
- Experience independently driving, managing, and supporting multiple projects in parallel
- Strong written and verbal communication skills
- Entrepreneurial mindset, including ability to work independently, self-motivate, and propose and implement new initiatives
- Experience with *in vitro diagnostic* or other medical product introduction in LMIC is desirable, but not required
- Experience working in a LMIC is desirable, but not required
- Fluent in English
- Educational requirements: University degree in a medical/science/data-related discipline

To apply

Please send your application to hr@finddx.org by **17 May 2021**
The application must include:
  - a complete *curriculum vitae*
  - a motivation letter
  - **an acknowledgement letter, answering the following questions:**
    1. Have you ever been criminally convicted or subject to any criminal or administrative penalty by any competent authority? If yes, please specify.
    2. Have you ever been terminated or separated (e.g., contract termination, dismissal, non-renewal) or subject to any disciplinary measure or sanction by your employer for fraud, harassment, sexual harassment, sexual exploitation, or sexual abuse?
    3. Have you ever resigned while under investigation or during disciplinary proceedings?
    A confirmation of the following declaration of understanding:
    - I confirm the accuracy of the information provided, with the understanding that FIND will conduct reference checks to verify relevant information.
    - I understand that if any false or misleading information is provided in my application, or any material fact suppressed, I may not be employed, of if I am employed, I may be dismissed.

Please note that due to high volume of applications, ONLY short-listed candidates will be contacted. FIND values diversity among its staff and aims to achieve gender equality both through gender parity at all levels of the organization and promoting a gender dimension in all its work. We welcome applications from women and men, and those with disabilities.