

Job Framework:

Project Director – USAID



General role information

Job title:	Project Director – USAID ACCESS
Reporting to:	Senior Director of Global Programmes and Philanthropy

Introduction

MSI Reproductive Choices (MSI) is one of the world's leading providers of sexual and reproductive healthcare. We believe that everyone should have the right to choose. From contraception to safe abortion and life-saving post-abortion care, we are committed to delivering compassionate, affordable, high-quality services for all.

Today, our organisation has over 9,000 team members working in 37 countries across the world. Our success lies in the fact that MSI teams are locally led, entrepreneurial and results-driven, and are passionate about delivering high quality, client-centred care in their own communities. As a social business, we focus on sustainable delivery, efficiency, and funding models that are built to last, so that the women and girls we serve today will have a choice in the future too.

We know that access to reproductive choice is life changing. For some, it can mean the ability to complete an education or start a career. For others, it means being able to look after the family they already have. For everyone, it means the freedom to decide their own future, creating a fairer, more equal world.

The role

MSI seeks an exceptional Project Director for an anticipated five-year, USAID-funded global family planning activity. This role will also have a broader remit in leading MSI's USG engagement.

Accelerating ChoiCe, Equity, and Sustainability for Services (ACCESS) will focus on advancing equitable, affordable, and sustainable access to family planning and reproductive health (FP/RH) information, products, and services. ACCESS will focus primarily on FP/SRH outcomes, at the system, facility, provider, community, and client levels. It will assist USAID-supported countries to constructively and creatively address persistent issues related to health access, equity, and quality of care, particularly for youth. Substantial engagement of local partners and stakeholders in the innovation and scale-up of evidence-informed and rights-based FP/RH service delivery will be vital for ACCESS to ensure client dignity, agency, choice, and good health.

Key responsibilities

The Project Director will be responsible for the overall strategic, technical, and financial management and operations of the project and will be the key liaison with USAID and other global stakeholders. They will assume overall management and responsibility for project finances, results, staff, and partnerships. Key responsibilities:

- Represent MSI and the ACCESS project to USAID's Office for Population and Reproductive Health in

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Washington D.C. and USAID country missions.

- Drive overall vision, strategic direction, and leadership of the project, and ensuring high-quality, results-oriented technical programming, to achieve expected project goals and results within budget and timeframe and ensuring full alignment with USAID and MSI policies and procedures.
- Lead strategic planning processes, overseeing the development of work plans and budgets and ensuring that goals and objectives are executed.
- Work closely with MSI country programmes to secure country-level buy-ins to the ACCESS mechanism; provide technical and administrative to initiate country-level projects and providing hands-on guidance to and overall management and oversight to country-level project leadership.
- Directly supervise the Activity's senior technical and administrative management team.
- Assume overall responsibility for management of and support to subawardees and other consortium partners.
- Ensure compliance with MSI policies and procedures, donors, USG, and local laws, regulations, policies, and procedures. Provide leadership in identifying and mitigating risks associated with USAID funded programming.
- Assume overall oversight of the project budget to meet expected results, ensuring cost-effective use of donor and MSI resources.
- Manage the Activity's relationships with USAID, partners, and stakeholders; lead the Project's collaboration with organizations and coalitions such as FP2030, WHO, and others.
- Represent the Project on behalf of MSI in key regional or global meetings, conferences, and other technical and strategic fora.

In addition, as the leader of the ACCESS project, the Project Director will play a key role in supporting MSI's wider USAID engagement strategy, fundraising goals, and programme management expertise. Responsibilities will include:

- Support MSI's overall strategic engagement with USAID at country and global level, influencing key policies and funding opportunities, as well as demonstrating MSI's alignment with USAID priorities, and vice-versa.
- Represent MSI externally at meetings (remote and in-person), committees, forums and conferences as necessary to influence USAID priorities, and maximise understanding and perceptions of MSI's work.
- Actively participate in MSI's strategic planning, business planning, budgeting and other key processes to ensure USAID priorities and commitments are effectively represented.
- Keep MSI stakeholders informed on USAID policies and priorities, support teams with effective communication with USAID, and facilitate learning on USAID programmes across the organisation.

Key skills

To perform this role, it is essential that you have the following skills:

- Excellent understanding and demonstrated knowledge of USAID planning and reporting systems, operations, programming, structure, and family planning compliance regulations.
- Strong project and personnel management skills ;
- Demonstrated skills and experience in building collaborative relationships and networks with donors, host-country governments, and local and international health and development implementers ;
- Demonstrated ability to establish and maintain effective relationships across an organisation to achieve mutual objectives and maximise opportunities ;
- Exceptional problem-solving abilities and demonstrated confidence in handling difficult situations ;
- Excellent people and negotiation skills and ability to work effectively in cross-cultural settings and with

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a wide variety of stakeholders

- Fluent English oral and written communication skills; French oral and written communication skills highly desired;

Key experience

To perform this role, it is essential that you have the following experience:

- At least fifteen (15) years' experience in international health programming, including at least ten (10) years' experience in senior-level management positions and experience leading large (\$50M+) and complex projects.
- Demonstrated international credibility as a leader in family planning and sexual and reproductive health, including demonstrated understanding of, and experience in, managing sexual and reproductive health service delivery programmes.
- Experience working with USAID, national government and international agencies.
- Experience in youth-focused sexual and reproductive health programmes highly desired.

Formal Education/qualification

- Master's degree or other advanced degree (PhD, MD) in a relevant field, such as medicine, public health, social sciences, or management.

Personal Attributes

We recruit talented, dynamic people with diverse backgrounds and experiences, all united by a belief in our mission and a focus on delivering measurable results. We're proud to be an equal opportunities employer and are committed to creating a fully inclusive workplace, where everyone feels able to participate and contribute meaningfully. You must be open-minded, curious, resilient, and solutions-oriented, and be committed to promoting equality, and safeguarding the welfare of team members and clients alike.

We seek exceptional individuals who are aligned to MSI's mission and entrepreneurial mindset. You must be a strong communicator, self-motivated and solutions-seeking, committed to driving social change in an environment that measures sustainable results and impact at an individual and global level. You must be able to work effectively with and across diverse teams and be comfortable with ambiguity.

For this role, we're looking for an individual who is:

- A strong supporter of the cause of family planning and a woman's right to safe abortion (pro-choice)
- Committed to the protection of team members and clients, with a focus on vulnerable groups
- Quality-focused and results-orientated
- Take initiative
- Highly organised and action orientated
- Decisive and confident
- Resourceful and determined
- Determined to succeed
- Self-aware
- Willing to travel (approximately 25% travel).

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This position is contingent upon funding being awarded to MSI and on approval of the candidate by USAID. Candidates must have the legal right to work in either the United States, United Kingdom, or a country where MSI currently works.

Our Values

Mission Driven: With unwavering commitment, we exist to empower women and men to have children by choice not chance.

Client Centred: We are dedicated to our clients and work tirelessly to deliver high-quality, high-impact services that meet their individual needs.

Accountable: We are accountable for our actions and focus on results, ensuring long term sustainability and increasing the impact of the Partnership.

Courageous: We recruit and nurture talented, passionate, and brave people who have the courage to push boundaries, make tough decisions and challenge others in line with our mission.

Resilient: In challenging situations, we work together and support each other, adapting and learning to find solutions, whatever we're up against.

Inclusive: We believe that diversity is a strength. We all play our part in creating a culture where every team member can thrive, feel valued and contribute meaningfully to our mission, and where all our clients feel welcome and supported.