

## Terms of reference

### Public-Private Partnership Project Manager Capacity Building Department

**Salary:** Base salary 3.485 € net / month + benefits (salary exempt of French income tax, annual bonus)  
**Duration of contract:** 2 years (possibly renewable)

#### Positioning and reporting

The Project Manager is assigned to the Capacity Building Department (CBD) of the OIE Headquarters and reports to the Head of CBD, under the authority of the Deputy Director General in charge of Institutional Affairs and Regional Activities.

#### Job purpose

The Project Manager drives the efforts linked with the promotion and support, by the OIE, of public-private partnership (PPP) in the veterinary domain. He/she coordinates and ensures delivery of the activities related to the PPP 2.0 project, funded by the Bill & Melinda Gates Foundation. Most of these activities lead to the integration of PPP within the OIE Global Programme of Strengthening Veterinary Services, the [PVS Pathway](#), including the development of a Targeted Support for Member Countries. The Project Manager will also contribute to developing a regular dialogue and facilitating collaboration with public and private stakeholders at regional and global level in order to further communicate the benefits, and impact and risk management of PPP in the veterinary domain.

#### Missions and activities

##### Ensure the management and implementation of the PPP 2.0 project:

- Support the integration of the PPP initiative within the OIE PVS Pathway: this will involve integrating PPP within the current PVS Evaluation and Planning stages and building the methodology for new PPP Targeted Support in collaboration with OIE experts and research partners. Such package of support activities will then be implemented in 3 countries of Sub-Saharan Africa and South Asia;
- Developing training opportunities for PVS experts to become well-versed in PPP approaches and assessment methods;
- Support education and training of public and private stakeholders on PPP opportunities and best practices in the veterinary domain: this will involve contributing to the development of appropriate learning tools in the framework of the OIE Training Platform, including e-learning modules, virtual training and webinars;
- Communicate on the experiences and positive impact of public-private partnership in animal disease control and the resulting benefits for the livestock sector: this involves work with academic partners to ensure development of relevant tools, such as an interactive database of case studies of PPP in the veterinary domain gathered across OIE's regions, as well as PPP Monitoring and Evaluation tools. This will also require the development of appropriate communication tools to further disseminate the positive impacts of PPP on the productivity and efficiency of Veterinary Services, in particular among private sector stakeholders;
- Engage with other departments of the OIE as well as OIE key partners, to identify where PPP can be a useful tool to strengthen OIE programmes and provide relevant support.

##### Participate in the strategic management of the project

- Assist in the definition of, and adapt to changes to, project scope and objectives, involving all relevant stakeholders;
- Ensure project alignment with set goals;
- Participate in and contribute to the preparation of background documents and progress reports for the Bill & Melinda Gates Foundation;
- Provide project evaluation feedback and share lessons learned to inform decision-making and develop best practices.

##### Provide overall project coordination

- Ensure information sharing and collaboration between project partners and their contribution to the strategic planning of the project;
- Maintain regular communication with operational partners to ensure synergy and complementarity of actions and interventions;
- Liaise with OIE Headquarters and regional staff involved in the implementation of the project;
- Collaborate with colleagues in the department and the regions to explore complementary initiatives, including, but not limited to, the identification of sustainable income models for private sector veterinarians and veterinary paraprofessionals across different regions;
- Ensure implementation of activities sub-awarded, outsourced or delegated to partners throughout the project, including experts, partner institutions, and external suppliers.

##### Contribute to PVS Pathway/Capacity Building Department communication and advocacy (including PPP)

- Organise and support international workshops, meetings, and conferences relevant to the PPP project and to the PVS Pathway;
- Support the development of communication products related to PPP and the PVS Pathway, such as videos, website articles or other publications;
- Represent the OIE at external meetings as relevant;
- Provide topic specific advice on matters relating to the project;
- Contribute to drafting papers, articles and other relevant informative technical and communication material to promote the project's objectives.

In addition, the Head of Department may, when necessary, assign to the incumbent any other duties, responsibilities, and activities within his/her area of competence. In particular, the Project Manager will be solicited to participate in the activities related to the evolution of the PVS Pathway, notably activities related to veterinary workforce development, and Capacity Building Activities in general, including training.

#### Qualifications and Experience

- Academic qualifications: A post-graduate qualification in veterinary sciences, possibly complemented with a qualification in business management, international relations or economics/social science;
- Professional background: At least 5-8 years of professional experience, particularly in National Veterinary or Health Administrations, international organisations and/or in the private sector (including private veterinary workforce, private enterprises, producer associations, etc.), in the management and implementation of animal health or human health projects, including evaluation and training components;
- Work experience in or in close connection with the private sector, including experience related to small business development or work at the public-private interface;
- Experience in working internationally, especially in developing or in-transition countries.

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### Requirements:

#### *Technical skills:*

- Languages: excellent English, both written and spoken. Good level in French would be an asset.
- Excellent project management
- Excellent writing skills and ability to summarise complex technical discussions into clear and concise reports; capacity to articulate and communicate arguments
- Strong analytical and critical thinking skills
- Tools: Excellent knowledge and experience in the use of Microsoft Office Suite (Word, Excel, Outlook, PowerPoint, etc.). Proficiency with web-based tools, in particular those related to virtual training, participatory meetings and webinars, as well as communication, including social media.

#### *Additional qualifications/competencies*

- Proven success in developing PPP from a private or public perspective, or proven success in developing policy related to public-private partnerships or market access. Please provide list of main "proven" experiences.
- Familiarity with the work and general functioning of international organizations
- Knowledge of national Veterinary or Human Health Services.
- Knowledge of the third official language (Spanish) would be a plus.

#### *Behavioural skills:*

- Capacity to work with multiple team members in a multi-cultural environment with sensitivity and respect for diversity
- Ability to develop strong synergies and partnerships with key stakeholders
- Excellent interpersonal and communication skills (both oral and in writing), including in group process facilitation and training/education
- Proven effective organisational skills and ability to handle work in an efficient and timely manner, defining priorities and meeting tight deadlines
- Adaptability, openness to change and initiative
- Capacity to work independently and to take responsibility and ownership of tasks

### Working conditions

This is a full-time position as an international civil servant based at the OIE Headquarters in Paris (France), with regular missions abroad.

It requires long hours in a seated position at a computer.

### General Information

The OIE places high value on a multicultural and positive work environment. The OIE is an equal opportunity employer and welcomes applications of all qualified candidates, irrespective of their ethnic origin, gender, opinions, or beliefs.

This is a full-time position as an international civil servant based at the OIE Headquarters in Paris (France) that is available immediately.

If you are interested in the position, please complete your application online by **26 March** at the latest by clicking on the link below.

**[APPLY HERE](#)**