



African Institute for Development Policy
Bridging Development Research, Policy & Practice

Director – Human Capital Development Programmes

The African Institute for Development Policy (AFIDEP) is a regional non-profit research and policy Institute established in 2010 to help bridge the gaps between research, policy and practice in development efforts in Africa. Our primary purpose is to contribute to sustainable development through evidence and advocacy to strengthen political commitment and resource allocation for development issues; inform the design and implementation of effective interventions; and improve governance and accountability structures for tracking development challenges in Africa. AFIDEP is registered as a Non-Governmental Organisation in Kenya and Malawi (where it has offices) and as a non-profit institution in the USA with 501(c)3 status. For further details about AFIDEP and its work, refer to www.afidep.org.

Job Summary

The Director of Human Capital Development Programmes will provide strategic leadership in developing and implementing programmes to optimise quality human capital across Africa. The Director will report to the Deputy Executive Director responsible for programmes and contribute to overall institutional leadership through Senior Management Team (SMT) membership. The Director will lead and provide oversight in proposal development, donor engagement, project implementation, reporting, networking, and policy engagement to elevate the scope and impact of the Institute's Human Capital Development work. The Human Capital Development Program has four priority areas: Health Systems Strengthening, Sexual & Reproductive Health, Education & Skills Development, and Population Dynamics & Demographic Dividend. The Director will ensure that work undertaken under the Human Capital Programme is of the highest quality standard and aligns with the Institute's goal of making evidence matter in transforming lives. The Director will ensure cohesiveness in the work under the Human Capital Development Programme and cross-functional collaboration with other programmes to optimise the Institute's strategic vision and overall impact.

Key Responsibilities:

1. Strategic Leadership and Program Oversight

- Provide leadership and direction to all work and line-manage the thematic leads in Health Systems Strengthening, Population Dynamics and Demographic Dividend, Sexual and Reproductive Health, and Education & Skills Development.
- Ensure all programmatic activities align with the Institute's strategic priorities, mandate, and vision.
- Oversee the design and implementation of innovative programs that respond to emerging evidence and technical assistance needs in health system strengthening, population dynamics, sexual and reproductive health, and education and skill development.

- Work closely with thematic heads to ensure program quality, impact, and the successful integration of efforts across the human capital programme priority areas.

2. Program Development

- Lead the development of new initiatives and approaches in health systems strengthening, education, and population dynamics that address key challenges and opportunities within the African context.
- Oversee the generation and use of evidence to inform the design and improvement of programs, ensuring the use of data and research to drive impact and sustainability.
- Support thematic leads in designing adaptive program strategies that respond to evolving policy environments and sectoral needs.

3. Partnership Development and Stakeholder Engagement

- Build and maintain strategic partnerships with donors, governments, academic institutions, and other key stakeholders to enhance the organisation's influence and impact within the human capital sectors.
- Serve as the primary representative of the human capital programs to external partners, ensuring alignment between the Institute's goals and stakeholder priorities.
- Work collaboratively with other departments, such as business development and communications, to ensure strong program funding, visibility, and sustainability.

4. Resource Mobilisation and Financial Management

- Collaborate with the Business Development team to identify funding opportunities and secure resources to support human capital programs.
- Oversee the financial management and budget of the Human Capital Program portfolio, ensuring proper resource allocation and compliance with donor and organisational requirements.
- Provide input into budget planning and resource allocation to ensure the sustainability and growth of key programs.

5. Capacity Building and Team Leadership

- Provide mentorship and leadership to thematic leads and their teams, inspiring a learning, collaboration, and professional growth culture.
- Identify staff development and training opportunities to strengthen internal capacities in program management, research, and implementation.
- Lead performance management for the human capital teams, ensuring accountability for program delivery, impact, and compliance with donor and organisational requirements.

6. Monitoring, Evaluation, and Learning (MEL)

- Oversee the integration of robust monitoring, evaluation, and learning frameworks across human capital programs, ensuring data-driven decision-making and continuous improvement.

- Collaborate with the Performance Management & Impact Unit to ensure alignment between program and organisational goals related to MEL strategies.
- Support the identification of key performance indicators and metrics to track progress and demonstrate the impact of human capital initiatives.

7. Communications and Publications

- Ensure the work under the programme area is effectively communicated to all relevant third parties and that the Communication Manager is constantly engaged to ensure the standardisation of communication strategies.
- Mentor all programme team members on writing for impact, ensuring constant production of peer-reviewed journal articles and other policy-oriented knowledge products, and coverage of the programme area's work and impact in all institutional communications outlets.

Qualifications:

- A PhD in Public Health, Population Studies, Public Health, Education and Skill Development, Development Studies, or related fields.
- At least 10 years post-Phd experience in leading large-scale programs in health system strengthening, education and skill development, population dynamics, and sexual and reproductive health, with at least 5 years in a senior leadership role.
- Proven experience in managing multidisciplinary teams and leading program portfolios in areas such as health systems strengthening, reproductive health, population dynamics, and education.
- Strong background in program design, management, and evaluation, particularly within Africa.
- Experience working with donor-funded programs and understanding compliance, reporting, and financial management.
- Exceptional leadership and interpersonal skills, with the ability to inspire and motivate diverse teams and build cross-functional collaboration.

Key Competencies:

1. Leadership and Management

- Demonstrated ability to provide strategic leadership and guide program implementation across multiple thematic areas.
- Experience managing health, education, and population dynamics teams, strongly focusing on results and impact.

2. Strategic Thinking and Innovation

- Ability to lead programmatic innovation and development, ensuring alignment with broader Institutional goals and adapting to changing needs in the sector.

3. Communication and Collaboration

- Excellent communication skills, both written and verbal, with the ability to engage effectively with internal teams, external partners, and stakeholders.
- Strong collaboration skills, ensuring cross-program integration and partnerships.

4. Data-Driven Decision Making

- Experience using data, research, and evidence to inform programmatic decisions and improvements.

5. Resource Mobilisation and Financial Acumen

- Proven ability to mobilise financial resources and manage resources effectively in line with donor and organisational financial policies.

TO APPLY: Please submit a detailed CV and cover letter to recruitment@afidep.org, including the full position title, i.e. **“Director of Human Capital Development Programmes”**, on the subject of the email by **9th May 2025**. In your cover letter, please highlight your relevant experience and qualifications, and explain why you are interested in this position. Your CV should include three relevant referees. Only shortlisted applicants will be contacted.

AFIDEP is an Equal Opportunity Employer and does not charge a fee at any stage of the recruitment process.