

Kenya Country Director Job Description

Job Title	Kenya Country Director
Organizational Level	Leadership
Reports To	Vice President of Programs (US HQ)
Directly Supervises	Management and Medical Trainers, Spiritual Integration Coordinator, M&E Lead, Finance and Administration Officer

Mission

LifeNet International seeks to transform Kenya health centers to provide quality, sustainable care and save lives.

Vision

Our vision is to see every person in sub-Saharan Africa have the opportunity to lead a healthy and whole life.

Values

Impact at Scale

We believe in generating maximum impact through efficiency and Godly stewardship. To achieve growth and make a difference, scalability is at the center of our model. Our model is expandable and transferable, enabling the LifeNet program to find success in a variety of environments and situations.

Data-Based Decisions

From our medical curriculum, which is constantly being updated and revised based on the latest evidence-based research, to our program monitoring, our foundation for work and the development of our partnerships is based on measurable data. From baseline to impact, we make decisions driven by data and support our partners to do the same.

Compassion

It is core to who we are and what drives us. Compassion is at the heart of all of our lessons, ensuring that each and every patient who walks into a LifeNet partner health center feels safe, loved, and knows that they have value.

Empowering the Local Church

We know that God's chosen instrument to build his kingdom is through the church. It is the African church, African people, and African hands that are raising the standard of healthcare through our health center partner network. We believe in equipping and training local people to achieve maximum impact, securing a healthy future for themselves and their children.

Dependence on God

Everything we have comes from God: our skills, passion and desire to perform with excellence in every way. We depend on Him for our daily needs and give Him the glory for everything that has been accomplished.

Job Purpose

LifeNet International is seeking to recruit for the position of **Kenya Country Director**. This position will be responsible for establishing the LifeNet organization in Kenya to impact health outcomes by forming partner relationships with private, faith-based facilities in Kenya. LifeNet is seeking a candidate with an entrepreneurial spirit, capable of conducting start-up activities and working at all levels of the organization, and is excited about building lasting systems, hiring a qualified team and forming new partnerships.

LifeNet is a nonprofit organization that creates innovative solutions for the everyday health challenges facing Africa's poor. In 2012, LifeNet launched our first health network in Burundi, East Africa, to build capacity of ten local faith-based facilities through nurse training, management systems, and a holistic approach towards improving access to quality healthcare services.

We have rapidly expanded upon this foundation and now operate six country programs across Sub-Saharan Africa. Our goal is to improve clinical performance at our partner facilities, and help them achieve financial sustainability through sound management practices, growth financing, and equipment supply programs.

This position will hold the full responsibility for program objectives, partnership formation and management, local and regional fundraising, financial management, and day-to-day operations, along with the hiring and subsequent support of the Kenya leadership team. The Country Director is based full-time in Nairobi, and reports directly to LifeNet's Vice President of Operations at our US HQ in Washington, D.C.

Key Areas of Responsibilities

- Establish LifeNet in Kenya including creating the LifeNet Kenya office, recruiting and hiring all necessary staff, budgeting and financial reporting, creating internal systems, forming new partnerships and initiating activities
- Strategically lead, develop and direct the implementation of all aspects of the Kenya program to ensure high program quality and impact in the field

- Develop and properly spend down annual budget making sure there are proper financial controls
- As the leader of a Christian organization, the Country Director will set an example by leading and attending devotions and living a lifestyle which is compatible with LifeNet values
- Form and cultivate strategic donor relationships which lead to funding opportunities
- Introduce and represent LifeNet to all donors, project partners, other LifeNet offices and divisions, local and national government, regional bodies, church representatives and non-governmental organizations
- Ensure the development and implementation of resource development, digital enablement, MEL and more

Recruitment Qualifications

- Commitment to, and passion for, LifeNet's vision and mission.
- Ability and desire to lead from the ground-up by performing tasks at every level of the organization.
- Significant experience in leadership positions in either for-profit or nonprofit organizations; demonstration of leading a team to accomplish results.
- Demonstrated experience in relationship management.
- Strong written and oral communication skills in English required.
- Demonstrated budget management experience.
- Exceptional academic performance.
- Graduate studies in international development, public health, or relevant field preferred.
- Ability to travel internationally and domestically.
- Alignment with LifeNet's Christian identity and mission philosophy, with an ability to work with all denominations.
- Minimum three-year commitment.

Responsibilities

Spiritual Leadership

- Ensure that the Kenya office represents Christ well in all activities in a manner appropriate to the Kenya context, with a reputation for integrity, stewardship and humility.
- Model high standards of personal Christian leadership and integrity through lifestyle and work relationships, and provide spiritual guidance to staff on LifeNet's Mission, Vision and Values.
- Participate in and lead regular prayer or devotional meetings.

Lead and Develop LifeNet in Kenya

- Ensure LifeNet is properly registered in Kenya following all applicable local laws and regulations.
- Introduce LifeNet Kenya to strategic partners including the Ministry of Health, other appropriate local government bodies, major donor agencies, other NGOs, churches and media.
- Initiate LifeNet programming activities in Kenya in line with existing funding requirements.

Strategic Leadership and Results Management

- Ensure there is a documented annual country strategy and quarterly actions plans with clear, measurable short-term and long-term targets, and that these are aligned with LifeNet's international strategies and goals.
- Execute and monitor these targets to a standard of excellence, reporting on a regular basis to the VP of Programs.
- Responsible for the collection and reporting of all KPIs, results, and stories at country and program levels.
- Reviewing country KPIs and financials on a monthly basis with both the Kenya program Leadership Team and VP of Programs.

Representation and Partnership Management

- Engage and build intentional alliances with appropriate local government bodies, major donor agencies, other NGOs, churches and media.
- Manage LifeNet facility partnerships, including regular meetings with Bishops, Diocesan Health Coordinators, church officials, partnership agreements, and new partnership development.
- Visit partner facilities frequently to encourage, build relationships, and maintain vision.
- Ensure that the LifeNet brand continues to be recognized as a mark of healthcare quality and is well-respected.
- Maintain all LifeNet country registration documents and other MOUs and keep them up to date.

Country Team and Operations Management

- Promote LifeNet's mission, vision and values and ensure they are the foundation of our program's strategies and work.
- Responsible for all Kenya staff.
- Directly supervise the LifeNet Kenya Team, consisting Nurse & Management Team Leaders, Spiritual Integration Coordinator, M&E Lead, and the Finance and Admin Officer.
- Budget efficiently, analyze financials, ensure proper accounting, financial procedures and tax obligations are fulfilled.
- Ensure compliance with local laws and standards and represent LifeNet in court, if necessary.
- Responsible for all LifeNet assets in country.
- Responsible for monitoring security situations, implementing and updating security protocols, and participating in available collaborative security meetings.
- Responsible for day-to-day administrative and operational tasks as necessary.
- Initiate staff capacity development or training as necessary.
- Support initiatives for member care and well-being as necessary.

Business Development

- Develop strategic alliances for funding bids, particularly with prime NGOs and other NPI eligible organizations.

- Meet regularly and develop relationships with in-country donors including both public (such as USAID) and private (such as foundations) donors for the purpose of pursuing funding opportunities.
- Work with the VP of Advancement to coordinate relationships and funding opportunities for Kenya operations and multi-country operations.
- Work with the VP of Advancement to submit funding bids as appropriate. Work with the Advancement team to develop proposals and submit reports for funding opportunities.
- Ensure all Kenya related grants deliverables are met on time and to LifeNet's standard of excellence.

Compensation and Benefits

- Competitive Salary
- Health Insurance

Date Reviewed: _____

Signed:

Country Director

Vice President of Programs