



Position: Manager, Advocacy and GESI
Reports To: Director, Advocacy
Matrixed Manager: Country Director, India
Location: India/Nepal- remote
Position Type: Full-time

ORGANIZATIONAL PROFILE:

For more than 43 million people, blindness is a daily reality; another 295 million suffer from moderate to severe vision impairment. 90% of these people live in low- and middle-income communities where access to eye care is limited and the challenges for those who can't see are severe. But, there is hope: 80% of this burden is treatable or preventable. For example, 17 million blind people could be cured with a 10-minute cataract surgery. Millions more suffer from corneal blindness, which is often preventable or treatable. At the Cure Blindness Project, we believe avoidable blindness can – and must – be overcome. For more than 25 years, we have worked alongside a capable network of collaborators to help people around the world retain and regain their sight by developing high-quality, cost-effective eye care systems in underserved areas of the world. With the help of partners in more than 25 countries, Cure Blindness Project has provided more than 1.4 million sight-restoring surgeries and screened more than 14.5 million people to provide care and basic treatments. We've trained more than 19,500 eye health professionals, and have established 5 eye hospitals. There is more work left to do, but we can overcome the mountain of global blindness, together.

Cure Blindness Project is expanding its team to meet new challenges, scale its work, and broaden its reach. We are seeking individuals who are passionate about changing lives and want to be a part of a team that works together to reach new heights. We want leaders who can aim high, make things happen, and are invested in building a positive team dynamic to bring the work to life.

VISION: We will be the catalyst to create a world in which no one is needlessly blind.

MISSION: We enable countries to end avoidable blindness by developing high quality, cost-effective eye care systems in underserved areas of the world so everyone everywhere can regain or retain their sight.

SCOPE OF WORK:

The Manager of Advocacy & GESI will play a pivotal role within the Advocacy team, contributing to the successful implementation of the program strategy across Cure Blindness Project's geographies (India, Nepal, Bhutan, Ethiopia and Ghana). Working with a close-knit team and independently, they will have a focus on program implementation and management, as well as research which involves drafting, and disseminating advocacy products to support the organization's 5-year strategy. The Manager of Advocacy & GESI will work closely with colleagues from Monitoring, Evaluation, and Learning (MEL) and Marketing as well as program staff working on advocacy across Cure Blindness Projects' country offices. They will also support organizational work on Gender Equality and Social Inclusion (GESI) initiatives including integration of key benchmarks and reporting on organizational progress.

ESSENTIAL JOB FUNCTIONS:

- Build and maintain highly collaborative working relationships with counterparts in other Cure Blindness Project offices, including regional offices.
- Foster a positive and productive organizational culture in alignment with Cure Blindness Project global culture and values.
- Maintain operational and business management rigor in your work, in the areas of program metrics, analysis, reporting, financial accountability, partner relationship management, and day to day operations.
- Embody and uphold principles of diversity, equity, inclusion, and belonging in all aspects of work.
- Represent Cure Blindness Project at outside meetings and professional gatherings.
- Support the deployment of the Global Advocacy Strategy serving as a key partner with country leadership and advocacy staff.

Analysis and Product Development:

- Research and synthesize content to develop key advocacy products such as concept notes, policy briefs, toolkits, and white papers.
 - Collaborate with cross-functional teams to finalize external advocacy products.
 - Monitor and track important policies and legislation impacting Cure Blindness Projects.
 - Provide research, analysis, and technical assistance for global, regional, and national policy initiatives.
 - Support the development and implementation of GESI strategies.
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Stakeholder Engagement and Workshops:

- Work with Director Advocacy to facilitate policy-level advocacy meetings and events with ministries and other key stakeholders to influence eye health policies in alignment with the global advocacy strategy.
- Represent Cure Blindness at various events and conferences, showcasing accomplishments.
- Build and maintain relationships with key stakeholders, including government officials, NGOs, and health organizations.
- Collaborate with cross-functional teams and partners to support advocacy strategies and plans including GESI.

Program Management Support:

- Assist the Director in global advocacy engagement strategy, workplans, and preparation of materials.
- Coordinate logistics for advocacy events and support the implementation of advocacy strategies.
- Support the rhythm of business for the program, including preparation of key documents and tracking metrics.
- Develop advocacy funding proposals in collaboration with the Director Advocacy and fundraising team.
- Provide technical inputs to key government strategies and documents.
- Coordinate essential functions such as scheduling, meeting preparation, notetaking, and follow-up.
- Coordinate essential functions such as scheduling and preparing for meetings, notetaking and facilitation support, meeting, and task follow-up to contribute to effective and timely project activities and communications.
- Support other initiatives as required.

QUALIFICATIONS

To be successful in this role, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Required Skills/Knowledge/Abilities:

- Candidates should possess excellent analytical skills, the ability to write clearly and consistently for a myriad of audiences, excellent time management and
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interpersonal skills.

- Ability to work effectively and diplomatically with a diverse range of internal and external stakeholders including partners, cross functional teams, senior level subject matter experts.
- Strong organizational, communications, relationship, and project management skills, with the ability to manage multiple projects simultaneously, prioritize tasks, meet deadlines, and deliver high quality products.
- Detail-oriented with an ability to set clear priorities alongside keen analytic, organizational, and problem-solving skills that drive decision making and projects to completion.
- Set and meet project roadmaps with properly scoped deadlines that have well-defined milestones.
- Ability to thrive and adapt in a fast-paced and evolving environment – virtually and in-person.
- Experience working in multi-cultural environments and ability to successfully collaborate with cross functional teams and leaders to drive results.
- Strong written and spoken English language proficiency.
- Flexibility to work off hours, nights, and weekends when needed.
- Ability to travel domestically and internationally up to 20% of the time.

Experience:

- Minimum of five years' experience with policy or advocacy roles in the NGO or eye care setting.
- Master's degree in public health, Law, Public Policy, Global Health or related fields, highly preferred.

Additional qualifications include:

- Excitement to join a nonprofit institution poised to expand global operations.
 - Collaborative spirit to engage with colleagues at all levels of the organization, building relationships and shared goals across departments and partner organizations.
 - A sense of discretion and a high degree of professionalism is required, ability to maintain confidentiality of highly sensitive information.
 - Demonstrates a highly professional and cooperative demeanor with supervisors, coworkers and partners.
 - Flexibility to adjust and contribute to continually evolving work situations and changing priorities.
 - Excellent computer skills and technical aptitude, proficient with Google
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Workspace, MS Office and other cloud-based software.

- Committed to advancing diversity, equity and inclusion.

Physical requirements:

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at a time.

To Apply

We invite qualified candidates to submit a resume and cover letter. Please send materials via email to: jobs@cureblindness.org

The Cure Blindness Project encourages applications from people of all races, religions, national origins, genders, sexual orientations, gender identities, gender expressions, and ages, as well as veterans and individuals with disabilities.