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| **ROLE PROFILE: Medical Innovation & Digital Health Advisor** | |  |
| Position Title: | Medical Innovation & Digital Health Advisor |
| Position ID: | TBC |

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| **Team** | Regulated Programmes | **Grade** | P3 |
| **Reports To (Title)** | Director, Regulated Programmes | **Contract Length** | Permanent |
| **Location** | Any existing SCI office location | **Time-zone** | Any |
| **Languages** | English | **Headcount** | 1 |

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| **Team and Job Purpose** |
| **Team purpose**  The Global Programme Operations team is a natural catalyst and connector, facilitator of various functions, that drives the implementation of our strategy with impact, quality, on time, on budget and with compliance. It is a highly collaborative team that works daily with stakeholders throughout Save the Children across the world, to facilitate a culture of strong operational and programmatic delivery. Global Programme Operations enables implementing offices meet relevant Quality Standards and external regulatory requirements through simple & accessible policies and procedures, systems support, tools, capacity strengthening and data analysis, while continuously improving, adapting and simplifying the framework based on country learning and regulatory changes. The team delivers compliant project and award management, supports regulated and complex programmes (including sponsorship and regional programmes) through ‘field-first’ thinking and partnering support towards contextualisation of the above. The team provides direct support when implementing offices escalate issues, acting as a cross-functional convenor when necessary.    **Role purpose**  To lead the operational management and oversight of global digital health and medical innovation projects towards achieving SCI's strategic objectives, ensuring high-quality standards are upheld. This role also involves developing and maintaining minimum standards, policies, procedures, tools, and resources to mitigate risks, fortify operations, and ensure regulatory compliance across all medical programmes. Additionally, the Medical Innovation and Digital Health Advisor enhances SCI's medical & digital health service delivery through landscape analyses, horizon scanning, primary research, and close collaboration with stakeholders to drive innovation and align initiatives with broader organisational goals. |

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| **Principal Accountabilities** |
| 1. Provide technical advisory support and oversee the implementation of digital health and innovation projects in portfolio countries to ensure they meet SCI's strategic objectives and maintain high-quality standards. 2. Develop and maintain minimum standards, policies, procedures, tools, and resources that effectively mitigate risks and strengthen operations and regulatory compliance related to digital health interventions within all SCI international programs. 3. Carry out due diligence on digital health and medical innovations, conduct landscape analyses and desk reviews or primary research to compile credible evidence on impact for SCI medical services and programmes globally. 4. Evaluate and monitor the effectiveness of medical innovations and digital health solutions, providing regular reports that inform strategic decision-making and contribute to continuous improvement in international programs delivery. 5. Maintain close collaboration with internal and external stakeholders to align digital health initiatives with overall organisational goals and promote the integration of innovative healthcare delivery solutions across all SCI operations. 6. Foster an inclusive and equitable work environment by promoting diversity, supporting cultural competency, and upholding SCI's commitment to equality and respect in all aspects of project management and team collaboration. |

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| **Budget** |
| None |

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| **People Management Responsibility** (direct/indirect reports) |
| Number of people managed in total: None  Manager of a team: No  Team Manager (manager of multiple teams): No |

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| **Size of Remit** |
| Global |

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| **Travel Requirements** |
| International travel required: Yes    Percentage of required for travel: Up to 10% |

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| **Key Relationships** |
| **Internal** (excluding direct team and manager)     * Global Teams and Business Partners * COs * Members     **External**   * External institutions, research bodies |

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| **Competencies** |
| Cluster: Leading  Competency: Leading and Inspiring Others  Level: Accomplished  Behavioural Indicator: Takes a flexible and positive leadership style adapting to a given situation or to  the needs of the team.  Cluster: Leading  Competency: Delivering Results  Level: Accomplished  Behavioural Indicator: Establishes clear and compelling objectives with teams and individuals and  monitors progress and performance effectively.  Cluster: Thinking  Competency: Innovating and adapting  Level: Accomplished  Behavioural Indicator: Drives innovation and breakthrough solutions to improve outcomes for children.    Cluster: Thinking  Competency: Problem solving and decision making  Level: Accomplished  Behavioural Indicator: Takes effective considered and timely decisions by gathering and evaluating relevant information from within or outside the organisation.    Cluster: Engaging  Competency: Working effectively with others  Level: Accomplished  Behavioural Indicator: Enables people from a wide range of backgrounds and perspectives to contribute to positive outcomes.    Cluster: Engaging  Competency: Communicating with impact  Level: Accomplished  Behavioural Indicator: Promotes dialogue with key stakeholders through active listening and effective questioning. |

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| **Experience and Skills** |
| **Essential**     1. Technical Proficiency: In-depth knowledge of digital health technologies, including telemedicine, electronic health records (EHR), mobile health applications, AI in healthcare, and other innovative health solutions. 2. Regulatory knowledge: Strong understanding of healthcare data privacy and integrity, security standards, and compliance regulations (e.g., GDPR). 3. Project Management: Proficient in end-to-end project management, including planning, executing, monitoring, and closing projects. 4. Continuous improvement: Ability to develop and implement policies, procedures, tools, and resources that mitigate risks and strengthen operations. 5. Research and Analytical Skills: Capable of conducting landscape analyses, horizon scanning, and desk reviews or primary research. Skilled in identifying and compiling credible evidence and potential innovations for enhancing medical services and programmes. 6. Stakeholder Collaboration: Strong collaboration and communication skills to liaise with internal and external stakeholders. 7. Relationship Building: Experience in building relationships with partners, funding agencies, and communities to align digital health initiatives. 8. Monitoring and Evaluation: Expertise in evaluating and monitoring the effectiveness of digital health interventions and medical innovations. Proficiency in providing regular reports to inform strategic decision-making and ensure continuous improvement.     **Desirable**     1. Language proficiency (French/Spanish) |

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| **Education and Qualifications** |
| **Essential**    **Education and Qualifications:**   1. Extensive global experience working in Public Health, Health Informatics, Digital Health, Medical Innovations or a related field. 2. Completion of courses related to digital health, data analytics, and health information systems. 3. Training in Diversity, Equity, and Inclusion principles and practices       **Desirable**   1. Certifications in Project Management (e.g., PMP, PRINCE2) or in Digital Health/Digital Transformation would be advantageous. |

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| **Safeguarding** |
| We need to keep children and adults safe so our selection process includes rigorous background checks and reflects our commitment to the protection of children and adults from abuse.    Level 3: the post holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff. |

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| **Diversity, Equity and Inclusion and Equal Opportunities** |
| Diversity, Equity and Inclusion is core to our vision, values and global strategy. Save the Children is committed to creating a truly diverse, equitable and inclusive organisation, and one which will support us in our vision to ensure every child attains the right to survival, protection, development, and participation.    We are committed to equal employment opportunities, regardless of gender, sexual orientation, race, colour, ethnic origin, nationality, disability, marital or civil partnership status, gender reassignment, pregnancy and maternity, caring or parental responsibilities, age, or beliefs and religion. We are committed to diversifying our staff to better represent the communities we serve and actively welcome underrepresented groups to apply.    Reasonable adjustments will be made should any candidate invited to interview require this. |

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| **Version Control and Approval** | | | | |
| Version | Date | Author | Reviewer | Approver |
| 1 | 13/11/2024 | Zaeem Haq |  | Gabriella Waaijman |