

Job Title: Technical Program Manager

Location: Accra, Ghana

Contract Terms: Fixed-term Contract

Reports to: Country Director

Working relationship with: Global Technical Director, HQ team and Field Project team

1. Introduction to the Organization

Pure Earth is a dedicated international nonprofit focused on addressing mercury and lead pollution issues in low- and middle-income countries. Since 1999, Pure Earth has executed over 150 projects worldwide, concentrating on research, training, and environmental remediation. By partnering with public, private, and civil society organizations, we combat toxic metal pollution, specifically from lead (Pb) and mercury, through innovative and evidence-based solutions. In Ghana, our efforts have identified over 150 toxic sites, with lead being a significant contaminant.

2. Role Overview

The Technical Program Manager provides strategic technical direction, supervision and successful implementation of Pure Earth's projects in the country. S/he ensures that program objectives are met, all activities are responsive to the needs of the host country and donors. S/he collaborates with the Country Director and partners to conduct a country's situational analysis, develop program work plans, and provides oversight of budgets based on expected program outputs and results.

The Technical Program Manager also provides strategic leadership and oversight of the programmatic technical aspects of projects in the country including technical leadership; team management and mentoring; donor, government and partner liaising and oversight of programmatic management and reporting.

The Technical Program Manager reports to the Country Director and would have working relationship with Global Technical Director , HQ technical team and field project officers to ensure successful management and implementation of active programs, and represents Pure Earth to local partners, communities, and donors.

3. Key Responsibilities

Program Management:

- Support the strategic direction and execution of initiatives related to toxic metal pollution mitigation such as Lead(Pb) and Mercury.
- Develop and oversee work plans and timelines to meet project milestones, incorporating financial management duties such as budget oversight and resource allocation.
- Engage with Ghanaian government agencies to address regulatory challenges and support the development of local and national policies focused on toxic metal management.
- Supervise program staff charged with the day-to-day execution of the program

- Engage with Industry Experts in cosmetics and cookware industry for Lead contamination.
- Collaborate with artisanal gold mining stakeholders to address and mitigate mercury contamination issues.
- Conduct supply chains analyses of potential toxic metal exposure, identifying regulatory gaps and improvement opportunities.
- Work with partners to review existing and develop new policies and regulations to address toxic pollution.

Strategic Planning:

- Work closely with the Country Director and partners to prepare and develop a high-quality country program and work plan appropriate for the local context, complementary to government & donor development plans and in line with the organization's overall vision and mission.
- Ensure that the organization continues to develop and strengthen programs based on strategic analysis of the local country context.
- Work with the communication team to coordinate in-country marketing and promotion of the organization and program.
- Work closely with the Global Technical Director to coordinate the implementation of project activities in the field.

Monitoring and Evaluation (M&E):

- Lead the development and implementation of M&E frameworks to assess program effectiveness.
- Ensure effective project monitoring and evaluation systems are in place, adjusting strategies based on data analysis to improve project outcomes.
- Lead data collection efforts on lead exposure, ensuring findings inform project strategies and stakeholder education.
- Promote a culture of learning and adaptation within the team through data-driven insights.
- Collaborate with teams for accurate and timely M&E reporting to donors and stakeholders.

Stakeholder Engagement and Partner Relationship Management:

- Cultivate and build strong relationships with stakeholders, including government agencies such as the Ghana Health Service and Environmental Protection Agency.
- Engage with industry representatives, community organizations, and international entities to align efforts and share insights on lead mitigation.
- Collaborate with academic institutions for research and evidence-based program design.
- Advocate for policy reforms and enhancements to regulatory frameworks concerning ULAB management and lead(Pb) and mercury exposure issues.
- Facilitate workshops to educate communities about lead and Mercury exposure risks and promote safe recycling practices.

4. Skills and Qualifications:

- Bachelor's degree in environmental science, Public Health, or a related field; a master's degree is preferred.
- 5-7 years of experience in managing environmental health programs, particularly in lead(Pb) and Mercury pollution and poisoning management or handling.
- Strong understanding of regulatory issues related to environmental health and toxic substance management.
- Solid research skills, with experience in field work, data collection, analysis, and interpretation.
- Excellent interpersonal and communication skills, with experience in team management and capacity building.
- Capable of developing strategic solutions to complex environmental health challenges.
- Fluent in English; knowledge of local languages spoken in Ghana is advantageous.
- Only Ghanaian citizens or applicants with the right to work in Ghana will be considered.

How to apply:

Kindly submit your CV/resume and cover letter in a **single PDF document attachment**. Please follow [this link](#) to submit your application.

The deadline for application is **31st October 2024** and applications will be reviewed on a rolling basis. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Anticipated start date: 2nd January 2025

Equal Opportunity Employment:

It is the policy of Pure Earth to provide equal opportunity for all qualified persons and not discriminate against any employee or applicant for employment because of race, color, religion, sex, gender or gender identity, age, national origin, veteran status, disability, sexual orientation or any other protected status.