

Call for Applications

GCTA Regional Focal Points

Title: Regional Focal Point

Duration: 12 months

Reporting to: GCTA Chief Executive Officer

1. Background

The Global Coalition of TB Activists (GCTA) is a global platform to bridge the gap between civil society organizations and other stakeholders, while ensuring that community is involved in all TB processes. Since its inception in October 2013, the GCTA has contributed significantly to the global and regional TB agenda through its network of activists, achieving a number of significant milestones along the way. The GCTA Secretariat is based in New Delhi. The coalition has also founded a strong online presence through a formal website and other modes of social media.

GCTA is an advocacy platform and represents TB affected communities in order to influence global, regional and national TB control agendas through patient empowerment, strategic advocacy and community mobilization. GCTA has been striving to ensure that the communities affected by TB are at the center of all advocacy efforts.

One Regional Focal Point will be hired from each of the 4 global regions – Africa, Americas, Asia-Pacific and Europe.

2. Scope of Work

The role of the Regional Focal Points (RFPs) is to be a representative of the GCTA in their region. Their primary mandate will be to engage with communities and civil society organizations in their regions to work towards the perspectives of the affected community being reflected in decisions and policies. It is also the responsibility of the RFP members to actively and thoughtfully disseminate relevant information and materials to TB affected populations, community and CSO's in their regions. The RFP needs to be engaged actively in their countries and in their regions in the TB processes. RFPs are expected to fulfill their responsibilities as described below, giving a minimum of one day per week of their time to GCTA.

RFPs will support communication between their respective regions and GCTA, and will promote the presence of GCTA at regional levels. They will report to the CEO.

3. Regional Focal Point – Key Responsibilities

- Represent GCTA as agreed with by the supervisor
- Participate in GCTA monthly teleconferences organized by GCTA Secretariat, and other meetings as required. As this is the main form of communication within GCTA, attending the calls is crucial.
- Participate in relevant GCTA meetings in consultation with the Secretariat
- Provide updates to the Secretariat to inform the regional work of GCTA on a regular basis
- Contribute to the development of GCTA annual plan and budget priorities
- Support the growth of GCTA membership by liaising with regional TB/HIV and TB coalitions, organizations, and activists
- Work towards and support the formation and development of regional and national coalitions in consultation with the CEO and Secretariat
- Monitor the data base of Regional membership on a regular basis
- Support and facilitate organizing the regional workshops
- Support the organization of strategic regional meetings to strengthen local networks

and coalitions

- Contribute to the implementation of the GCTA work plan as appropriate
- Support resource mobilization efforts of GCTA
- Provide reports of all events attended on behalf of GCTA within two weeks
- Provide monthly reports in the prescribed reporting templates
- Undertake other activities as assigned by the CEO or requested by members of GCTA Board

4. Monitoring and Progress Controls

Working Arrangements: The Regional Focal Point will work from their existing base of operations, dedicating 20% of their work hours to the GCTA (amounting to no less than 1 day per week).

Monthly reports in the prescribed reporting format are to be sent to the GCTA Secretariat.

5. Qualifications and experience

Education: An post graduate degree in, public health, development or a related subject is required. Further academic work in related fields would be beneficial.

Work Experience: At least 3 to 5 years of experience working in public health advocacy, with 1-3 years of work in the field of Tuberculosis.

Languages: Fluency in English language, both written and spoken.

Individuals applying are encouraged to become a member of the GCTA through the online form here: <https://goo.gl/forms/0PMPce0gnnWMvK1w2>

Desired skills:

- Excellent communications skills
- Ability to work with a diverse team globally, respecting team members
- Ability to be organized and manage budgets with funding from a variety of stakeholders
- Proven competence in stakeholder coordination at the national and international levels
- Proven experience of working with civil society and/or political representatives to mobilize resources and change policy
- Recognized and respected in country by civil society and the National TB Programme
- Honest and able to deliver results in a short time

6. Deadline

Midnight GMT on 1st March 2017

Applicants are to send their updated CV, along with a Cover letter highlighting their eligibility for the role to secretariat@gctacommunity.org with the subject line “*Application for GCTA <region> Regional Focal Point*”.

Short-listed candidates will be contacted for the scheduling of interviews.