IAPB Development Officer Latin America

Job Description

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| **Job Title:** | Development Officer Latin America | **Location:** | Latin America (any country)Global remote working. |
| **Department/Group:** | Regional Coordinators | **Reports to:**  | Programme Manager, Western Pacific |
| **Position Type:** | Full Time | **Direct reports:** | None |

## Job Purpose

The LA Development Officer role is to support the expansion of the IAPB network in Latin America; to explore, map and build the IAPB footprint across professional, NGO and government bodies.

It will include the dissemination of key global advocacy and policy objectives in the region and facilitate the uptake of regional and local knowledge to inform policy and foster best practice across the global eye health network. This is an exciting opportunity for an experienced eye health professional to make their mark in global eye health.

## Role and Responsibilities

Work closely with the Programme Manager, Western Pacific and the Regional Chair, Latin America to:

* Consolidate and activate the relationships with IAPB members in Latin America
* Identify opportunities for network expansion including:
	+ Activating new members
	+ Building coalitions with complimentary organisation both within and outside the eye health sector
* Deliver Latin America-focussed, global eye health messaging, projects and activities including webinars, learning programmes and events.
	+ Engage with the WHO programme of work around Integrated People Centred Eye Care
	+ Initiate Policy Dialogues with members and ministries
	+ Socialise the link between eye health and the SDGs
	+ Promote World Sight Day activities
* Curate, update and promote Latin America focussed communications and posts for IAPB.
* Coordinate & contribute to the development and dissemination of key data, information, and experiences across the IAPB network.

## Education, Skills & Experience Required

### Skills Required

* Fluency in Spanish and English
* Ability to work remotely in a multi-cultural, global team environment across time-zones.
* Excellent project management skills; with the ability to meet due dates, work with all stakeholders and balance competing demands and achieve agreed-upon results.
* Positive, solution-oriented collaborative team player.
* Ability to work closely with a wide range of stakeholders as part of the team.
* Able to take initiative and work independently to deliver key activities.
* Ability to facilitate workshops and small group learning.

### Knowledge (Education & Related Experience):

* A degree from a reputable university
* A minimum of two years of experience of working in global eye health and/or development.
* Experience in the fields of ophthalmology or optometry preferred
* Experience in marketing, strategy development, proposal and grant writing
* Knowledge of good practice in relation to development policy and implementation
* Sound understanding of universal health coverage and sustainable development.

### Corporate Competencies:

* Demonstrates integrity by modelling the IAPB’s values and ethical standards
* Promotes the vision, mission and strategic goals of IAPB
* Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
* Treats all people fairly without favouritism.

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| Date/Time: | 25/08/2021 |