

Grants and Compliance Manager – Kenya Health Partnership for Quality Services (KHPQS)

Job Description

Support for Tropical Initiatives in Poverty Alleviation (STIPA) seeks a Grants and Compliance Manager (GCM) for an upcoming USAID funded Kenya Health Partnerships for Quality Services (KHPQS) – HIV, FP/RMNCAH, Nutrition, WASH, DREAMS and OVC Program. The project will support the Government of Kenya (GoK) in attaining its goal of addressing the HIV/AIDS response, safeguarding the rights and welfare of children and adolescents impacted by HIV/AIDS, and ensuring equitable access to and use of quality primary health care services including/RMNCAH, Nutrition, WASH services by the most vulnerable. The project will contribute to attaining the Sustainable Development Goals, which seek to attain the health and overall well-being of men, women, children, and adolescents.

The GCM provides overall technical support in the management of sub-grants, facilitate training in program and finance management to sub-grantees, support sub-partners on sub-grant management and assist in reviewing sub-grants agreements.

S/he is responsible for ensuring compliance with USAID rules and regulations, and legal and regulatory requirements governing the award. The GCM oversees the overall compliance in the activity implementation from the development of work plans and budgets, reporting, sub granting, and budget administration as assigned by the COP or his/her designee.

The GCM is involved in developing and embedding best practices to comply with donor financial rules, supporting donor proposal budgeting, analysis of institutional income, donor contract expenditure tracking, monitoring and providing management information on key risks, contributing to the implementation of improved financial systems and processes to facilitate better donor reporting and compliance.

Required Experience

- Master's degree in Business, Procurement, Accounting, Finance, Management, Auditing, Economics or related field
- A minimum of 7 years' experience in the NGO sector in Senior Grants/Compliance Management positions.
- In-depth understanding and experience of working with proposals and contracts from donors. Experience of complex planning and budgeting processes including the ability to provide clear guidance on donor policies and procedures.

Job Location: Kisumu, Kenya

Position Type: Full Time / Regular

How to Apply

Interested candidates are encouraged to send a cover letter and CV to jobsapply@stipakenya.org with the title of the position being applied for in the email subject line by Close of Business 10th September 2020.

Only shortlisted candidates will be contacted from the official line 0712 032920.