

VACANCY	
Job title:	Divisional Chief Operating Officer (2 years contract)
Division:	SAMRC/Wits Centre for Health Economics and Decision Science- Priceless SA
Type:	Permanent <input type="checkbox"/> Fixed Term <input checked="" type="checkbox"/> Temporary <input type="checkbox"/>
Main purpose of the job:	To develop, implement and manage the SAMRC/WITS Centre for Health Economics and Decision Science-PRICELESS SA operational strategy. The Chief Operations Officer is a strategic leader in PRICELESS and is responsible for driving results, leading the business growth, and optimizing efficiency to achieve the financial, reputational, and organizational objectives.
Location:	Wits School of Public Health, Parktown.
Closing date:	31 January 2025
Submit detailed CV to:	NBoomgaard@witshealth.co.za
Advert reference:	Priceless SA_DCOO
In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.	

At the University of the Witwatersrand we are dedicated to advancing knowledge and transforming lives. PRICELESS is at the forefront of innovative economic and legal research that informs policy decisions, promotes health equity, and fosters sustainable health systems. Our work impacts not only South Africa but also sets a benchmark for global health standards.

Are you a leader ready to shape the future of public health? Do you have a deep understanding of population health? Are you committed to researching the social, economic and commercial determinants of health, and supporting universal access to quality health care? Do you have a passion for driving multidisciplinary innovative research that improves health outcomes for South Africans and beyond? Are you an experienced manager? The University of the Witwatersrand invites you to apply for the role of COO in our cutting-edge Health Economics, Decision Science, Law and Policy Research Unit.

Key performance areas

Operations Management:

- To lead the division operations functions by developing operating frameworks and defining the standards, processes, reporting requirements and plans by the agreed deadlines.
- To manage the resourcing of division
- To manage operations by developing operational plans and budgets defining operational targets, briefing staff, tracking delivery in line with timeframes and deliverables, drafting reports and addressing operational challenges monthly and as required.
- To manage research teams and ensure delivery within timelines.
- To deliver operational outputs by ensuring that administration frameworks and structures are in place.
- To manage division compliance.
- To contribute to management by attending and contributing to management discussions of the School of Public Health, WITS health consortium and the Faculty of Health Sciences.
- To provide required and relevant information and insights and to influence the strategic planning process by collecting input and feedback from team and experience.
- To draft management and donor reports.

Financial Management:

- To oversee the Finance strategy, ensuring that the Finance policy and procedures are defined and complied with.
- To oversee the allocation and utilisation of grant funding, and expenditure

Advocacy and Stakeholder Engagement:

- To maintain healthy stakeholder relationships by engaging with sector players, the media and donors, and identifying and securing new opportunities as required and in line with set targets.

Staff Management:

- To lead the HR function within division.
- To build capacity within the team.
- To monitor, evaluate and manage the team performance.
- To build a cohesive, high-performing team.

Required minimum education and training

PhD in Public Health or related field

Required minimum work experience

5-7 years' experience in a management position

2-3 years' experience in a senior management position

Desirable additional education, work experience and personal abilities

- Research experience
- Systematic and quality focused in approach to operations.
- Good communication skills.
- Good administrative skills.
- Able to work under pressure and adhere to deadlines.
- Self-motivated, able to work independently and work as part of a diverse/multidisciplinary team,
- Assertive, confident, and adaptable.
- Ability to work in and lead a diverse multidisciplinary team
- Able to lead and manage compliance across the organization
- Experienced in HR and Financial Management oversight and leadership
- Experienced in development, maintenance and implementation of policies and procedures

Should you be interested in applying for this vacancy, please send an email to NBoomgaard@witshealth.co.za. The subject heading of the email must read **PRICELESS SA_DCOO** and the job title of position applying for. Please include the following documentation:

- **A cover letter** (maximum one page) that clearly states which vacancy you are applying for
- **A detailed CV**