



PROGRAMME DIRECTOR

(Permanent; Soft-Funded (50% Part-Time Post))

**Research Unit on the Economics of Excisable Products (REEP),
School of Economics
Faculty of Commerce**

The Research Unit on the Economics of Excisable Products (REEP) at the University of Cape Town, is the premier research group in the economics of tobacco control in Africa. It is a Knowledge Hub of the Secretariat of the World Health Organisation's Framework Convention on Tobacco Control (WHO FCTC). The Knowledge Hub supports Parties to the WHO FCTC to implement more effective tobacco tax systems. It does this by providing workshops (online or in-person) and through in-country technical assistance missions.

The Knowledge Hub is one of only nine worldwide. With funding made available by Cancer Research UK, the Knowledge Hub would like to appoint a Programme Director (at a Payclass 12 level) on permanent part-time conditions (50%), starting as soon as possible. The successful candidate will be part of a team of economists who focus their research on the economics of tobacco control.

Requirements for the job:

- Masters degree in Economics, Sociology, International Relations, Development Studies, Public Policy, or Public Health or a related discipline
- At least Economics at the third-year level, or demonstrable understanding of intermediate economics principles
- An understanding of the international tobacco control landscape, especially with regards to economic interventions
- Five years' relevant experience, which includes proven experience at a senior level, at managing large academic or policy-oriented projects, including leading a team of professionals
- Experience of strategic planning and strategy development
- Proven interest and experience in working in public health
- Engaging personality with demonstrable ability to build, manage and maintain strategic relationships across a broad range of stakeholders, including international organisations
- Strong written and oral communication skills
- Strong technical writing and grant/proposal writing skill
- Willingness to travel extensively

The following will be advantageous:

- A PhD in an appropriate discipline
- A desire to do research and write academic papers in collaboration with colleagues

Responsibilities include:

- Working together with the Director of REEP in developing and implementing the strategy of the Knowledge Hub
- Effectively leading a small team of professionals and support staff
- Building and managing relationships with major stakeholders in tobacco control (e.g., international organisations, funders and other academic institutions and Knowledge Hubs), including the development of a framework for ongoing learning and collaboration with other Knowledge Hubs
- Working with the WHO FCTC Secretariat to create demand for the work performed by the Knowledge Hub
- Proactively soliciting for funding for the Knowledge Hub
- Compiling the budget in consultation with the Director of REEP and ensuring that expenditures are effective and within budget
- Organising and coordinating delivery of tobacco taxation workshops and in-country technical assistance, in consultation with colleagues in REEP and other stakeholders
- Proactively continuing engagements and communications with workshop delegates post-workshops, in order to develop in-country technical capacity and political will
- Representing and promoting the Knowledge Hub at meetings and conferences
- Designing and implementing a M&E framework, including regular reporting of activities to the funder and the WHO FCTC Secretariat
- Managing and overseeing the media and communications strategy for the Knowledge Hub

In accordance with article 5.3 of the WHO FCTC, we will not consider any applicants who work, or have worked, in any tobacco production, manufacturing, distribution, retail or lobbying activities.

The annual cost of employment for 2022, including benefits, is between **R453 471** and **R533 495**.

To apply, please e-mail the below documents in a **single pdf file** to Ms Abigail Dixon at recruitment03@uct.ac.za

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Motivation Letter; and
- Curriculum Vitae (CV).

Please ensure the title and reference number are indicated in the subject line. An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and may be required to undergo competency assessments.

Telephone: 021 650 1673

Website: www.reep.uct.ac.za

Reference number: E220315

Closing date: 16 September 2022

UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups including candidates with disabilities. Our Employment Equity Policy is available at www.hr.uct.ac.za/hr/policies/employ_equity.

UCT reserves the right not to appoint.