

SECRETARIAT LEAD, AMR INDUSTRY ALLIANCE

BACKGROUND

The threat of antimicrobial resistance (AMR) causing drug-resistant infections is now more urgent than ever. The G7, G20, WHO and many world leaders have acknowledged the growing dangers AMR presents. It is estimated that, unless action is taken, the burden of deaths from antimicrobial resistance could be as high as 10 million lives each year by 2050 – more than cancer. Without effective treatments like antibiotics, or prevention measures like vaccines, the most common health conditions or interventions would become more dangerous, and infections resistant to antibiotics would affect people from all ages.

AMR INDUSTRY ALLIANCE

The AMR Industry Alliance is one of the largest private sector coalitions set up to provide sustainable solutions to curb antimicrobial resistance, with over 100 biotechnology, diagnostics, generics and research-based pharmaceutical companies and associations joining forces. It facilitates collaboration, reports on industry's contribution to the fight against AMR and engages with external stakeholders. Member companies have committed to walk the talk together and report on their progress on four key areas: research and science, access, appropriate use, manufacturing and the environment. In January 2018, the AMR Industry Alliance released its first Progress Report.

The AMR Industry Alliance supports its members by offering a network for company collaboration and expertise sharing, a platform for external stakeholder engagement and advocacy and tools to communicate on private sector initiatives. For more information, visit our website: www.amrindustryalliance.org.

The AMR Industry Alliance is governed by a board of members representing the diverse life-sciences industry sub-sector and it hosts working groups to help members engage on key commitment areas. The Alliance budget is funded through members' fees. The secretariat is currently hosted in the offices of the International Federation of Pharmaceutical Manufacturers and Associations (IFPMA) in Geneva.

The Alliance is looking for a new Secretariat Lead.

Key functions

- Responsible for ensuring the effective functioning of the AMR Industry Alliance Board and different working groups.
- Drive the successful delivery of AMR Industry activities as endorsed by the Board.
- Facilitate constructive collaborations with external stakeholders to find sustainable solutions to AMR.
- Raise the profile of the AMR Industry Alliance in the global health space.

Key responsibilities

The AMR Industry Alliance Secretariat is tasked with executing the decisions of the Board and furthering the goals of the Alliance as determined by the Board. Its role includes:

- Communicating Board decisions to members as appropriate;
- Preparing the agenda and background materials for Board meetings;
- Supporting the work of the External Advisory Group and time-limited working groups;
- Commissioning and supervising the work of external consultants;
- Manage relation with PR agency to effectively brief them on the work required, ensure on time delivery of the PR activities and tools and evaluate the agency performance as required;
- In partnership with PR agency, preparing a communication strategy (media outreach, social media activities, etc.) for review and approval of the Board;
- Preparing communications tools (eg. publications, infographics, videos, blogs, etc.) - including drafting scripts for presentations or key messages for media interview -, and ensuring messages are consistent across all materials;
- Managing the Alliance website and associated online platforms;
- Oversee internal communication activities to sustain members' engagement in particular non-board members;
- Drafting and managing the budget and updating grant tiers in consultation with Board members;
- Considering and reaching out to potential new members;
- Entering into agreements as required on behalf of the Alliance;
- Representing the Alliance in external meetings;
- Ensuring all Alliance's activities are in-line with the AMR Industry Alliance membership agreement and its bylaws.

Skills/Competencies

- Advanced university degree in global/public health policy, international affairs, management, business administration or similar;
- 6-10 years' experience in global health policy and advocacy obtained working preferably in healthcare companies, trade associations or relevant government/international organization or institution; a strong knowledge of the healthcare industry will be appreciated.
- Exposure to the dynamics of global public health affairs, policy, diplomatic, NGO and trade association environment, in particular global organizations such as UN/WHO;
- A solid understanding of antimicrobial resistance challenges will be important;
- Experience in consensus building and working with stakeholders with competing interests;
- Project management and problem solving skills, and capacity to work with ambiguity and limited guidance.
- Experience in managing external suppliers (public relations agencies, graphic designers, printers, event organizers, etc.);
- Demonstrated skills in communications (social media, etc...);
- Ability to navigate cross-cultural and sensitive political settings;
- Candidates will be fluent in English, and other languages are an advantage;
- Experience in governance management and working with boards and committees would be an advantage.



Contract terms:

Starting date: As soon as possible

Contract duration: Until 30th June 2020, with possibility of extension.

Valid work permit for Switzerland required

Applications for the position should be provided to Nina Grundmann, Senior Manager, Global Health & Economic Policy at n.grundmann@ifpma.org by no later than **close of business, Monday 18 February 2019**.