

**Terms of Reference – Malaria Program Manager**  
**Clinton Health Access Initiative, Inc. (CHAI)**

**Position/Title:** Malaria Program Manager

**Base Location:** Hanoi, Vietnam

**Length of position:** One year, extendable based on performance and funding

**Reports to:** Deputy Country Director

### **Background**

The Clinton Health Access Initiative, Inc. (CHAI) is a global health organization committed to our mission of saving lives and reducing the burden of disease in low-and middle-income countries. We work at the invitation of governments to support them and the private sector to create and sustain high-quality health systems.

CHAI was founded in 2002 in response to the HIV/AIDS epidemic with the goal of dramatically reducing the price of life-saving drugs and increasing access to these medicines in the countries with the highest burden of the disease. Today, along with HIV, we work in conjunction with our partners to prevent and treat infectious diseases such as COVID-19, malaria, tuberculosis, and hepatitis. Our work has also expanded into cancer, diabetes, hypertension, and other non-communicable diseases, and we work to accelerate the rollout of lifesaving vaccines, reduce maternal and child mortality, combat chronic malnutrition, and increase access to assistive technology. We are investing in horizontal approaches to strengthen health systems through programs in human resources for health, digital health, and health financing. With each new and innovative program, our strategy is grounded in maximizing sustainable impact at scale, ensuring that governments lead the solutions, that programs are designed to scale nationally, and learnings are shared globally.

Established in Vietnam in 2006, CHAI works with several departments in the Ministry of Health to help them reach national goals related to hypertension, diabetes, HIV, TB, malaria and immunizations sustainably.

CHAI's team in Vietnam consists of a dynamic core of 18 staff in addition to resources available at the regional and global levels.

### **Description**

CHAI is seeking a Malaria Program Manager to lead the Vietnam CHAI malaria team. The Manager will oversee CHAI's support to the National Institute of Malariology, Parasitology, and Entomology (NIMPE), the Institute of Malariology, Parasitology, and Entomology (IMPE) in Quy Nhon, and other entities of the Ministry of Health (MOH) in optimizing current strategies and developing and executing new strategies and interventions to help Vietnam reach its malaria elimination targets and prevent malaria's return.

This role offers a unique opportunity for a talented individual to apply epidemiological and analytical skills to guide the operations of a disease elimination program. The successful candidate will lead a small team working directly with government counterparts and CHAI global team experts to assess, design, and scale-up the disease surveillance system; conduct robust cost and data analysis; and drive implementation of core interventions to achieve and maintain elimination.

The position entails high level of direct coordination with multiple stakeholders within the government, partners, and CHAI's global technical teams. S/he will represent CHAI in high-level meetings with government partners and donors on policy-making and management-related matters. The Manager must be a highly motivated, entrepreneurial individual with outstanding people and program management, problem-solving, analytical, and communication skills. The position will be based in Hanoi with travel within the country expected up to 25% of the time.

## **Main Responsibilities**

### *Management*

- Be responsible for the strategic and program management assistance to the malaria program in Vietnam, and coordinate CHAI's support to help strengthen systems and achieve audacious programmatic goals on aggressive timelines
- Assist MOH to successfully execute the malaria elimination strategy and to prevent malaria from returning (POR). Specific activities may include leading CHAI's effort to:
  - Update, scale-up and institutionalize the surveillance system nationwide, with the goal of ensuring rapid and accurate reporting of case-level malaria data from all levels and that data is appropriately stored and managed to ensure a rapid and effective response.
  - Support the government and partners to update national guidelines and policies to ensure alignment with overall elimination goals;
  - Update operational plans and associated training materials to build government capacity and support effective execution of malaria program in communes that still have malaria, and to support development of programmatic and operational frameworks for POR.
- Assist MOH to identify potential sources for and mobilization of additional funding to address any potential gaps preventing robust implementation of national malaria strategic plan
- Serve as technical point person to government and CHAI country team regarding approaches to malaria elimination & POR, and liaise with CHAI global teams regarding technical matters and additional support required to execute country work plans;
- Identify key impediments to the successful execution of this strategy and other national guidelines and work with the MOH and partners to develop solutions to rapidly address these bottlenecks
- Develop internal work plans aligned with national strategy objectives, and oversee the quality of the delivery of work by CHAI malaria staff on regular basis, supporting as necessary to ensure high quality delivery

- Support assessments and cost analyses needed to launch a dengue fever program.

#### *Team Management*

- CHAI has a hybrid management structure with co-management roles across program and functional areas. Manager will oversee the day to day delivery from the team and facilitate effective communication and coordination mechanisms within the team.

#### *Strategic Vision*

- Work closely with the Country Director, Deputy Country Director, and local and regional malaria teams to maintain overall strategic direction of the program
- Identify strategic areas for expansion or redirection and guide strategic planning or proposal development as needed

#### **Qualifications**

- Bachelor's degree plus 5 years of work experience including experience managing others
- Exceptional problem solving skills and quantitative and qualitative analytical capabilities
- Exceptional English communication skills, including the ability to create compelling, logical presentations, using PowerPoint and other tools, and a structured and clear oral and written communication style
- Advanced analytical skills and problem-solving with proven ability to develop and apply quantitative models using Excel and other tools to address specific challenges and improve working practices with a focus on outcomes
- Strong interpersonal skills and ability to build relationships in a challenging multicultural environment
- Ability to manage numerous work streams simultaneously in high pressure situations
- Proficient in Excel, PowerPoint, and Word

#### **Advantages:**

- Advanced degree in public health or business
- Experience in programming and/or working with surveillance platforms, data collection tools and/or data visualization applications
- Experience living and working in Southeast Asia
- Experience working with Asian governments and institutions
- Experience in working with malaria and/or other infectious diseases
- For non-Vietnamese candidates, fluency in Vietnamese is an advantage

A one-page cover letter should specify the position sought and highlight why the candidate believes they are the right person for the position. A CV detailing professional experience, relevant qualifications and three reference contacts should be provided. Interested candidates should send materials to [vietnamjobs@clintonhealthaccess.org](mailto:vietnamjobs@clintonhealthaccess.org). Indicate position sought in the subject line. **Applications will be reviewed as they arrive, but must be received by 28 February 2026.** Only shortlisted candidates will be invited for interview.