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<b>Position:</b>	Programme Officer for ATscale, the Global Partnership for Assistive Technology
<b>Location:</b>	Initial location flexible with relocation to Geneva, Switzerland w/in about 4 months
<b>Reports To:</b>	Alison End Fineberg, Director of ATscale (based in Geneva)
<b>Timing:</b>	Ideal start date is May 15 <sup>th</sup> , 2019, but flexible for the right candidate

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### **Summary**

ATscale, the Global Partnership for Assistive Technology, is seeking a Programme Officer to join its Director in managing the daily operations and first catalytic initiatives of its initial strategic phase. This new role provides a unique opportunity to be a core part of the team that is building and moving forward a unique multi-stakeholder partnership to address one of the most significant and most underinvested issues of our global development agenda – the need for assistive technology (AT).

### **Background**

Today, over 1 billion people need at least one form of AT, such as wheelchairs, eyeglasses, or hearing aids, but over 900 million people (90%) do not have access to the AT they require. The number of people who need AT is expected to grow to more than 2 billion people by 2050.<sup>1</sup>

Access to appropriate AT enables people with loss of function, disabilities, non-communicable diseases, and the aging population to participate in education, work, family, and community life. Lack of access to AT has significant consequences for individuals, their families, and the wider society. Without AT, individuals may experience isolation and exclusion from education, the labour market, and civic life. Lack of access to appropriate AT causes poorer health outcomes including premature death, deteriorating mental health, and increased risk of chronic health conditions and secondary complications, all of which lead to a higher burden on health systems. Increasing accessibility and affordability of AT unlocks unrealised economic potential and provides socioeconomic benefit for individuals, families, and countries by increasing productivity and participation in the workforce.

Launched at the Global Disability Summit in July 2018, ATscale<sup>2</sup>, the Global Partnership for Assistive Technology, was developed in response to the need for a new, catalytic approach to overcoming the significant gap in access to appropriate, high-quality, and affordable AT globally. ATscale is a cross-sector partnership for AT that aims to bring greater resources and strategic focus to this significant global challenge with the goal of reaching 500 million more people with life-changing assistive technology (AT) by 2030, to enable a lifetime of potential.

ATscale is currently governed by a Forming Committee, comprised of 11 organisations,<sup>3</sup> which recently launched a strategy (<https://atscale2030.org/strategy>) to guide ATscale through the initial phase of its development and early activities, as well as to inform the establishment of its long-term structure and operating model. While this long-term model is being defined, a small staff is facilitating its daily operations, including the Director who reports to the Forming Committee. ATscale is seeking a Programme Officer to join this small team. Reporting to the ATscale Director, the Programme Officer will play an integral role in supporting the Forming Committee to further build the Partnership and to take forward ATscale's initial programme of work.

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<sup>1</sup> World Health Organization, "Assistive Technology Fact Sheet 18 May 2018," <http://www.who.int/news-room/fact-sheets/detail/assistive-technology>.

<sup>2</sup> Pronounced "A" "T" "scale".

<sup>3</sup> ATscale Forming Committee: China Disabled Persons' Federation, Clinton Health Access Initiative, Global Disability Innovation Hub, Government of Kenya, International Disability Alliance, Norwegian Agency for Development Cooperation, Office of the UN Secretary-General's Special Envoy for Financing the Health Millennium Development Goals and for Malaria, UK Department for International Development, UNICEF, United States Agency for International Development, World Health Organization.

### **The Role**

Candidates for the Programme Officer role should have an excellent track record of achievement in their professional, volunteer, and/or academic careers. As a member of a small, nimble team, this position offers an opportunity to take on a lot of responsibility to make a significant impact and it requires a self-motivated individual who is willing to work flexibly and to make things happen in partnership with a broad range of stakeholders. Candidates are expected to be detailed-oriented, strong problem-solvers, and excellent communicators willing to work hard to achieve collective objectives. Candidates should be comfortable working with a moderate level of direction and with the flexibility to change approach as needs of the Partnership evolve. In return, the Programme Officer can expect opportunities for development and growth, the opportunity to influence an exciting new global partnership, and a welcoming and supportive work environment.

### **Responsibilities**

Due to the nature of the developing partnership, responsibilities will be wide and varied, but will include:

- Supporting development of key strategic and operational documents for ATscale including operational plans, communication guidelines, investment frameworks, an M&E plan, etc.
- Providing programme management assistance on initiatives within the ATscale work plan including monitoring progress against milestones, facilitating activities of partners, and capturing key learnings to inform the overarching ATscale strategy
- Supporting development of a stakeholder engagement plan by researching and mapping critical stakeholders and initiatives and identifying opportunities for new relationship development and strategic engagement
- Developing tools for communicating successes for ATscale and for sharing best practices among partners
- Gathering, synthesising, and analysing information and datasets to develop and communicate recommendations to support investment opportunities
- Supporting Director to liaise with ATscale programmes, including AT2030, to support alignment on communications, programming, and finances
- Updating documents based on feedback and input from internal and external stakeholders
- Supporting the Director to prepare for ATscale Forming Committee meetings and calls
- Facilitating planning for key stakeholder engagement opportunities and events
- Attending global meetings, as appropriate, to increase awareness about ATscale

### **Qualifications**

#### *Requirements:*

- Minimum of 3 years of experience working in a fast paced, results-oriented environment (interested in broad range of experiences/environments)
- Undergraduate Degree (or Bachelors' degree) in relevant field or demonstrable lived experience
- Entrepreneurial mindset, including ability to work independently and effectively in a high-performance, dynamic environment and handle multiple priorities simultaneously
- Strong interpersonal skills and collaborative nature with demonstrated ability to interact effectively with individuals from different backgrounds
- Excellent oral and written communication skills with an ability to represent ATscale externally
- Strong problem-solving, analytical, research, and presentation skills for both qualitative and quantitative data. Proficient in MS Excel, PowerPoint and Word
- Comfort with ambiguity and flexibility to change approaches, as needed to accomplish the work
- Interest in international development, global health, accessibility, disability, and/or assistive technology

*Preferences:*

- Experience in strategic management consulting or global health
- Experience working with country governments and international partners
- Experience working in the field of disability and/or assistive technology

ATscale values diversity and particularly welcomes candidates with a lived experience of disability and/or using AT.

**Application Requirements**

To apply, candidates are requested to submit a cover letter and resume to [alison@atscale2030.org](mailto:alison@atscale2030.org) by **April 19<sup>th</sup>, 2019**. Please include details of any adjustments that may be necessary to facilitate participation in the interview process. Any questions or concerns may be directed to the same email address.

*Please read more about ATscale by visiting the website: [atscale2030.org](http://atscale2030.org) and downloading the Strategy Overview.*

**ATscale's Forming Committee to date includes:**



*Funding for this position is initially provided through AT2030, a programme of ATscale, with UK aid from the UK government*