

## Subrecipient Monitoring and Compliance Manager at PATH

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Location: Kenya

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### Job Description

(adsbygoogle = window.adsbygoogle || []).push({}); PATH is an international organization that drives transformative innovation to save lives and improve health, especially among women and children. We accelerate innovation across five platforms-vaccines, drugs, diagnostics, devices, and system and service innovations-that harness our entrepreneurial insight, scientific and public health expertise, and passion for health equity.

### Responsibilities

Representing the Office of Grants and Contracts, partner and communicate with programs and other departments for subrecipient monitoring, compliance concerns, and/or other issues; provide recommendations to address concerns.

Work with Program Teams to conduct risk assessments and organizational capacity assessment of potential and existing subrecipients/subcontractors.

Lead on responding to the various donor emerging trends including USAID Localization agenda and designing capacity building framework for the local organizations.

Update, maintain and act as a point of contact for PATH's policies and procedures on subrecipient monitoring and ensure compliance with applicable award requirements.

Provide guidance to program teams on conducting onsite visits, recommending corrective actions, and follow up to ensure corrective actions have been implemented.

Conduct training for relevant PATH staff on subrecipient monitoring best practices.

Ensure that PATH subrecipients are fully compliant with donor and funder terms and conditions, PATH's policies, and government regulations and

Play a key role within OGC by providing a full range of subject matter expertise in support of PATH's awards and subawards

Act as the lead person on all aspects of subawards compliance and ensure grant and contract management standards (e.g. reporting, procurement, visibility, transfer of assets, audit, ) are understood and applied appropriately.

Provide oversight to grantees' sub granting procedures and ensure that they are in compliance with USG/donor requirements and other donors.

Maintain a comprehensive understanding of USG, Bill & Melinda Gates Foundation, and other major donors' policies and procedures, and keep abreast of changes in donor policies, rules, and

Lead a team of grants and contracts professionals located in various offices where PATH has offices.

Manage the workflow for the subawards management This includes creating and managing all necessary and required monitoring reports that will ensure complete oversight.

Coordinate ongoing professional development for the subaward specialists.

As needed, create, collaborate, and implement new business processes associated with subaward management and contribute to policy and design changes within

Provide strategic vision and oversight for subawards

Devise vision and cultivate buy-in with all programs for OGC collaboration.

Plan and manage workforce strategy and operations of the subawards Management team, establishing performance goals that align with overall departmental

### **Required Experience**

Degree in business management, finance, accounting, international development, public administration, or other related discipline Master's degree in a related field will be an added advantage.

Eight-plus years' experience working with US federal grants, cooperative agreements, and/or contracts

Strong staff management skills with at least five years' experience managing staff on grants and contracts

Strong understanding of USG rules and regulations including FAR, AIDAR, 2 CFR , 2 CFR and 45 CFR 75.

Proven ability in establishing and maintaining effective working relationships with agency representatives, government officials, and

Demonstrated experience training program staff on complex regulations and effectively transferring working knowledge of regulations, policies, and procedures through formal or informal training

Ability to successfully manage a team located in different

Strong Excel budgeting

Excellent written and verbal

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