

HIMALAYAN CATARACT PROJECT

TITLE: Deputy Director of Technology & Procurement

REPORTS TO: Chief of Technology & Procurement

LOCATION: Silver Spring, MD

ORGANIZATIONAL PROFILE:

Himalayan Cataract Project (HCP) works to provide critical eye care services, training for health professionals, and enhanced eye care infrastructure throughout the developing world where lack of access to eye care results in unnecessary blindness. **Thirty-nine million people are needlessly suffering from blindness worldwide, 18 million of whom are blind from treatable cataracts that can be cured with a 10-minute, \$25 surgery.** HCP has offices in Vermont and in the Washington, DC metro area, with programs in 7 countries on 2 different continents.

This is an exciting time for the Himalayan Cataract Project. With increased exposure and visibility (MacArthur Foundation *100&Change* Semi-Finalist and April 2017 *60 Minutes* feature), we are expanding our team to meet new challenges, scale our work, and broaden our reach. We are seeking individuals with an aptitude for operating in growth environments with interest and/or experience in scaling systems.

SCOPE OF WORK:

HCP is recruiting a Deputy Director of Procurement who will join the Technology and Procurement Program to enhance and grow its ability to provide technological, procurement and management services to HCP, INGO partners, and eye care providers in the developing world. Serious consideration will be given to individuals who have demonstrated entrepreneurial success and have operated in fast-growth environments. Opportunity for advancement.

ESSENTIAL JOB FUNCTIONS:

Participate in all aspects of the Program, including accounting, operations, marketing, new business development, federal grant management, partner relations, vendor relations, managing personnel, planning, and project management.

Manage the Procurement cycle, including analyzing and recommending program-specific technology and procurement needs; soliciting and managing commercial donations; receiving and evaluating offers; purchasing supplies from vendors; organizing and tracking shipments; managing the receiving, storage and international shipment of supplies.

Provide regular and detailed project reports to management team.

Assist the Chief of Technology and Procurement on development of a strategy to expand the scope of the Program, including the development of a long term business plan.

We are a small results driven team. All employees are expected to work and to contribute to any activity that could promote the success of the organization.

QUALIFICATIONS:

- Bachelors Degree plus a Masters Degree (MBA, Engineering, or similar) or comparable related experience.

- 3 to 5 years' experience in procurement/supply chain management.
- Experience with accounting systems and inventory management; and/or knowledge of ophthalmic technology.
- Dynamic, energetic, team-player with strong work ethic.
- Systems focused strategist.
- Willingness and ability to travel in the developing world.
- Cultural sensitivity.
- Ability to successfully build effective relationships with colleagues at all levels.
- Solid analytical and organizational skills.
- Strong communications, reporting, and writing abilities.

WORKING WITH HCP:

Himalayan Cataract Project is a high-energy and fast-paced organization. We work to change eye care in the developing world with a firm commitment to eradicating unnecessary blindness and reaching the unreachable patient. We are a small team where everyone plays an important role and has an impact. We hire individuals who are professional, collaborative and creative thinkers with passion for our mission.

To Apply

We invite qualified candidates to submit a resume and cover letter with salary history. Please send materials via email to: jobs@cureblindness.org

Himalayan Cataract Project considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.