



Position Specification

Global Fund to Fight AIDS, Tuberculosis & Malaria
Chief Ethics Officer

Our Client

This specification should be read in conjunction with information on the Global Fund's website at: <http://www.theglobalfund.org>

Background

Created 20 years ago, the Global Fund is a worldwide partnership to defeat HIV, TB and malaria and ensure a healthier, safer, more equitable future for all. The Global Fund raises and invests US\$4 billion a year to fight the deadliest infectious diseases, challenge the injustice that fuels them and strengthen health systems in more than 100 countries. The Global Fund unites world leaders, communities, civil society, health workers and the private sector to find out what works and take it to scale – so the world makes more progress, more rapidly.

Led by Executive Director Peter Sands, its mission is to attract, leverage, and invest additional resources to end the three epidemics and to support attainment of the SDGs. Since its inception in 2002, the Global Fund has saved more than 50 million lives through its innovative partnership and has disbursed more than US\$55 billion to support programmes in more than 100 countries. In 2021, there were 23.3 million people on antiretroviral therapy for HIV in countries supported by the Global Fund, the equivalent figure for anti-tuberculosis treatment was 5.3 million people, and 133.2 million long lasting insecticidal nets for the prevention of malaria were distributed

Seventh Replenishment 2022

In 2022, The Global Fund raised the record amount of \$15.7bn for its Seventh replenishment. The campaign started in February at the Preparatory Meeting co-hosted by the Democratic Republic of the Congo, Kenya, Rwanda, Senegal and South Africa, where the Investment Case was launched. It culminated with the pledging conference hosted by the United States in the margins of the UN General Assembly which brought together more than 45 countries (including 18 Heads of State and Government), multilateral partners, private sector companies and civil society and community organizations. A total of \$14.25bn was pledged then. Several major public donors increased their pledges by 30%, in line with the investment case, including Canada, the European Commission, Germany, Japan and the United States. Several other donors also increased their commitments; and with more than \$1.23 billion raised from private donors, the private sector also hit a new record of funding committed to the Global Fund. By 18th November 2022, several additional pledges had been recorded, bringing the final outcome of the replenishment to \$15.7 billion. The full list of donors and pledges is posted on the Global Fund website.

This record-breaking replenishment allowed the Board to approve the largest ever investments for the fight against the diseases and in health systems strengthening over the next three years.

The Global Fund's Strategy 2023 – 2028: Fighting Pandemics and Building a Healthier and More Equitable World

The Global Fund's bold, ambitious new Strategy: Fighting Pandemics and Building a Healthier and More Equitable World sets out how the Global Fund partnership aims to accelerate impact towards the 2030 horizon and contribute to a world free of the burden of AIDS, tuberculosis and malaria with better, more equitable health for all, as set out in Sustainable Development Goal 3.

The Strategy's primary goal is to end AIDS, tuberculosis and malaria, with a particular focus on making catalytic investments and leveraging innovations to spur faster progress in reducing new infections, addressing structural

barriers to improved HIV, tuberculosis and malaria outcomes and building equity, sustainability and lasting impact. The new Strategy puts people and communities at the center of all the Fund's work.

Achievement of the Strategy's primary goal to end AIDS, tuberculosis and malaria is underpinned by four mutually reinforcing contributory objectives that leverage the core strengths and comparative advantages of the Global Fund's unique partnership:

1. Maximizing People-centered Integrated Systems for Health to Deliver Impact, Resilience and Sustainability. Resilient and sustainable systems for health (RSSH) are critical to deliver outcomes against HTM, to meet people's and communities' broader health needs, to build pandemic preparedness and response (PPR) capacities, and to achieve SDG 3. RSSH encompasses not just the national health system but also services provided by communities, the private sector and other providers, which together should ensure that individuals' health needs are met wherever they seek care.
2. Maximizing the Engagement and Leadership of Most Affected Communities to Leave No One Behind. The leadership of communities living with and affected by the three diseases has been central to the success of the Global Fund's unique model since its founding. In fact, the creation of the Global Fund owes a great deal to the leadership of these communities. Communities are often best positioned to guide and implement health programs to effectively respond to their diverse needs, and to identify and contribute to addressing structural barriers to HIV, TB and malaria outcomes. Robust engagement of communities helps ensure that investments are evidence and rights based, gender and age responsive, equitable, and sustainable.
3. Maximizing Health Equity, Gender Equality and Human Rights. Vast inequities in access to health services and HTM-related outcomes persist between and within the countries that the Global Fund supports. Human rights and gender-related barriers, including stigma, discrimination and criminalization, increase vulnerability to HTM acquisition and limit access to services. The Global Fund's potential to have sustained impact on the three diseases and catalyze meaningful progress toward achieving the global targets hinges on its ability to advance more equitable responses and effectively reach those most affected, including key, and vulnerable populations and young people.
4. Mobilizing Increased Resources. In the context of enormous economic challenges stemming from the COVID-19 pandemic, the Global Fund must be unrelenting in its efforts to catalyze and scale up domestic and international resources to get the fight against HTM back on track, to deliver on the 2023-2028 Strategy, and to accelerate progress toward SDG 3.

In addition, the new Strategy responds directly to the dramatic changes in the global health context by introducing an evolving objective on PPR so that the Global Fund can bring its partnership's expertise and inclusive model to this new imperative, and in doing so, help protect progress on the three diseases.

The PPR objective enables the Global Fund to play its part, alongside partners in the global response to COVID-19, to strengthen the resilience of systems for health and HTM programs to pandemic threats, to support countries and communities to prevent, detect and respond to new pathogens of pandemic potential, and to address the multifaceted threats to health arising from climate change.

Global Fund Principles

The work of the Global Fund is based upon four principles – partnership, country-ownership, performance-based financing and transparency – empowering implementers to lead the response to the three diseases, supported by a diverse range of partners in the health sector. The Global Fund plays a critically important role, and it is imperative that funding is invested for maximum impact, supporting the implementation of programmes in the most effective way possible.

The Role

The Global Fund to Fight AIDS, Tuberculosis and Malaria will appoint its next Chief Ethics Officer. The Chief Ethics Officer leads the promotion of ethics and integrity-related values, systems, and practices across the Global Fund partnership, serves as the second line of defense in relation to ethics and integrity risks, including by monitoring the implementation of ethics-related actions and policies, and responds to potential ethical misconduct. Adherence to the highest ethical standards is critical to the delivery of the Global Fund's mission and applies to all those involved in the governance and operations of the partnership. The Ethics Officer is responsible for providing assurance on the extent to which the Global Fund has fully and effectively implemented its ethics and integrity-related policies, codes and requirements.

Ethical conduct is a hallmark of the Global Fund, and it applies to all those involved in the operation and governance of the organization. In accordance with the Ethics & Integrity Framework, adopted by the Board at its 32nd meeting in November 2014, the Chief Ethics Officer is responsible for providing assurance on the extent to which the Global Fund has fully and effectively implemented its ethics and integrity-related policies, codes and requirements. The Chief Ethics Officer therefore leads efforts to promote ethical values, monitor their implementation and respond to potential ethical misconduct.

The Chief Ethics Officer will have a dual reporting line, reporting to the Board, through the Ethics & Governance Committee, and to the Executive Director.

Responsibilities

The Chief Ethics Officer promotes strong ethics and integrity-related values, systems and practices at the levels of both Global Fund governance and operations.

At the governance level, the Chief Ethics Officer:

- Advises on conflict of interest issues relating to governance officials;
- Supports the response to potential ethical misconduct by governance officials and advisory body members;
- Monitors the effectiveness of the Code of Ethical Conduct for Governance Officials, and other ethics-related policies applicable to the Board and its Committees; and
- Reports to the Board on the strength of the Global Fund's overall ethics and integrity framework, including Secretariat systems and practices.

At the secretariat and operational level, the Chief Ethics Officer:

- Advises on conflict of interest issues relating to employees and individuals/entities involved in grant implementation (e.g., grant implementers, Local Fund Agents, suppliers, Country Coordinating Mechanisms);
- Supports the response to potential ethical misconduct by employees; and
- Advises the Executive Director on the strength of the Secretariat's ethics-related systems and policies.

The Chief Ethics Officer will have a dual reporting line, reporting to the Board through its Ethics & Governance Committee, and to the Executive Director. As head of the Ethics function, the Chief Ethics Officer leads a team of specialists, which works with the Board, its Committees, the Office of the Inspector General and the Secretariat, notably the Grant Management Division, the Risk Management Department, the Legal and Governance Department, the Human Resources Department and the Supply Operations Department. Working in collaboration with such partners, the Chief Ethics Officer is responsible for integrating ethics and integrity risk management and

reporting into the Global Fund's decision-making and operational processes, and monitors the adequacy of controls around ethics and integrity at all levels across the Global Fund partnership, including partners and recipients. The Chief Ethics Officer also takes the lead in responding to any potential ethical issues which might arise, working in coordination with relevant partners, including the Office of the Inspector General. The Chief Ethics Officer must therefore develop an in-depth understanding of the way the Global Fund partnership works, including Board governance, Secretariat operations and partnership dynamics.

Ensure Sound and Effective Ethical Risk Management

- Provide an annual written opinion to the Board, through the relevant Board Committee (the "Committee"), on (i) the state of ethics and integrity across the entire Global Fund and the activities it finances, including anti-corruption controls, based on available assessments of key risk areas; and (ii) the extent to which Global Fund activities have complied with ethics and integrity-related policies, codes and requirements;
- Monitor the effectiveness of existing systems, controls and procedures for mitigating ethics and integrity risks across Global Fund operations, including the activities of (i) the Board and its Committees; (ii) the Secretariat and Office of the Inspector General (OIG); (iii) grant implementers and Country Coordinating Mechanisms (CCMs); and (iv) third-party providers (e.g., Local Fund Agents (LFAs) and suppliers of both the Secretariat and grant implementers);
- Advise the Executive Director and/or the Committee on potential modifications to ethics-related systems and policies to close gaps and improve controls;
- Collaborate with the relevant functional areas to support the development and implementation of tools for embedding ethics and integrity into operations (e.g., communication strategies and trainings programs for Governance Officials, employees and external stakeholders); and
- Monitor the effectiveness of compliance systems for holding individuals and entities accountable for violations of ethical and integrity-related policies and codes, and propose modifications as appropriate.

Advice and Support across Global Fund Operations

- Provide regular advice, guidance and support to Governance Officials on ethics and integrity-related issues (both at and in-between meetings) by, amongst other actions, addressing conflict of interest issues which can be fully mitigated in a way acceptable to both the Ethics Official and the Governance Official, and monitoring their implementation;
- For all other issues, provide regular advice and support to the Committee on ethics and integrity-related issues involving Governance Officials and advisory body members (e.g., Technical Review Panel and Technical Evaluation Reference Group); Based on the Chief Ethics Officer's advice, the Committee will determine and implement appropriate preventive or mitigating actions;
- Provide regular advice and support to the Executive Director on ethics and integrity-related issues pertaining to Secretariat activities, namely issues related to grant recipients, CCMs, third-party providers (e.g., LFAs and suppliers of both the Secretariat and grant implementers) and employees; Based on the Chief Ethics Officer's advice, the Executive Director will determine and implement appropriate preventive or mitigating actions;
- When advising and supporting Governance Officials or the Secretariat, the Chief Ethics Officer keeps the Committee informed of issues that are identified as presenting real or perceived significant and novel issues, including financial or reputational risk;
- Ensure coordination between the Committee and the Executive Director when issues are raised involving individual(s) holding both operational and governance roles; and
- Regularly provide reports directly to the Board, through the Committee, on the Global Fund's activities in response to ethical issues at both the governance and operational levels.

Collaboration and Advocacy

- Collaborate with all relevant functional areas of the Global Fund to build and maintain full and effective ethics and integrity systems, particularly with the Office of the Inspector General, and the Grant Management, Risk Management, Human Resources, Supply Operations and Legal and Compliance functions of the Secretariat;
- Collaborate with the Chief Risk Officer in their risk assessment to ensure ethical risks are identified, and reflected in the appropriate tools and registers;
- Promote high ethical standards in Global Fund operations, through engagement with management, employees and the Global Fund Ombudsperson;
- Collaborate with the Communications Department on the Global Fund's ethics initiatives and commitment to its core ethical values; and
- Collaborate with the Grant Management Division to support advocacy to CCMs and grant implementers regarding the enhancement of ethics and integrity systems.

Support Investigations of Ethical Misconduct

- Promote and support compliance with the Whistle-blowing Policy and Procedures for the Global Fund to Fight AIDS, Tuberculosis and Malaria.
- Support implementation of the principles of the Whistle-blowing Policy by collaborating with the Inspector General to implement a procedure to ensure the timely referral of ethics or integrity-related issues, as well as issues involving fraud and abuse, to the Chief Ethics Officer or to the Office of the Inspector General, in accordance to the principles set out in the Charter of the Office of the Inspector General and the Terms of Reference for the Inspector General;
- Undertake preliminary assessment of potential ethical and integrity-related misconduct by Global Fund Governance Officials, employees and members of advisory bodies;
- Refer to the Office of the Inspector General any information or allegations relevant to its investigation and counter-fraud mandates;
- Following its preliminary assessment (if applicable) and the appropriate referrals to the Office of the Inspector General, the Secretariat or the Committee, provide, as requested, advice and expertise into the investigation process of potential ethical or integrity-related misconduct;
- After having sought the Chief Ethics Officer's advice, the Executive Director will determine and implement appropriate remedial actions following ethical misconduct pertaining to the Secretariat's activities; and
- In all other matters, after having sought the Chief Ethics Officer's advice, the Committee will determine and implement appropriate remedial actions following ethical misconduct. In the event the ethics issue concerns an individual holding a governance role, and the matter concerns or has an impact on operations, the Chief Ethics Officer will work to ensure coordination between the Committee and the Executive Director as a key part of the process of determining the appropriate response.

Administrative Functions

- The Chief Ethics Officer will implement and maintain electronic system(s) for the submission and administration of declarations of interest, based on the specific requirements contained under the applicable Code of Ethical Conduct.

Reporting Arrangement

The Chief Ethics Officer will have a dual reporting line, reporting to the Board, through the Committee, and to the Executive Director.

Through the dual reporting line, the Chief Ethics Officer will serve as a direct advisor to both the Board, through the Committee, and the Executive Director. As a consequence, the Chief Ethics Officer has an open channel of

communication with both the Board, through the Committee, and the Executive Director. In addition, the Chief Ethics Officer is accountable to the Board, through the Committee, and the Executive Director, who share responsibility for overseeing the Chief Ethics Officer.

The Chief Ethics Officer will advise the Board, through the Committee, on (i) the strength of the Global Fund's overall ethics and integrity framework, including major issues and trends observed at the levels of both Secretariat and grant operations; and (ii) ethics and integrity-related issues pertaining to the activities of Governance Officials and advisory body members. The Chief Ethics Officer will advise the Executive Director on (i) the strength of the Secretariat's ethics and integrity-related systems and policies; and (ii) ethics and integrity-related issues pertaining to Secretariat and grant operations.

The performance evaluation of the Chief Ethics Officer will be jointly conducted by the Committee and the Executive Director, with input from the Board Leadership and the Inspector General. In the event consensus cannot be reached, the matter will be referred to the full Board for decision.

The Chief Ethics Officer will receive administrative support and facilities from the Office of the Inspector General, including facilities to ensure the confidential handling of sensitive information, such as information regarding Governance Officials.

Budget and Managerial Responsibility

The Chief Ethics Officer will be accountable for ensuring the effective operation of the ethics function, including recordkeeping and efficient and effective management of its budget.

The strategic priorities and work plan of the Chief Ethics Officer will be developed by the Chief Ethics Officer in consultation with the Executive Director and submitted to the Committee for approval. The Committee will also endorse the corresponding budget, which will be approved as part of the Secretariat budgeting cycle.

Person Specification

Qualifications

- Advanced university degree in ethics, law, business administration, corporate governance, or another related field.

Experience

The Chief Ethics Officer should bring:

- 10+ years of experience in the areas of organizational ethics, corporate responsibility and/or corporate governance;
- Demonstrable experience in creating and implementing ethics and compliance programs in multifaceted environments;
- Substantial experience in advising complex organizations on ethics-related issues at all levels including boards of directors, executive management and external stakeholders;
- Experience in advising international organizations and for-profit and/or non-profit entities in the areas of leadership, ethical values and organizational culture; and
- Fluency in written and spoken English, with a working knowledge of French or other languages desirable.
- A strong track record, in senior leadership;
- Experience of developing teams, functional capability, and productive relationships within a complex organizational context;
- Demonstrable experience of working successfully in a multi-cultural environment, and managing relationships with senior stakeholders.

Competencies

Corporate Competencies

The Chief Ethics Officer must:

- Demonstrate the Global Fund's core ethical values of integrity, duty of care, accountability, and dignity and respect;
- Understand and promote the mission, strategy and priorities of the Global Fund; and
- Display understanding and sensitivity to all values underpinning the mission of the Global Fund

Functional Competencies

- Client orientation with a constructive approach to resolution of problems;
- Excellent analytical skills and ability to interpret rules and guidelines, and ability to conceptualize policies;
- Ability to demonstrate sound and independent judgment, prudence and maturity in complex and sensitive cases;
- Excellent interpersonal skills with officials from the operational to most senior governance levels;
- Excellent drafting skills, and excellent communications skills (oral and written);
- Ability to work with utmost discretion in handling sensitive and confidential matters; and
- Respect for deadlines and ability to function under pressure.

Organizational Competencies

Global Fund awareness and mind-set: Taking a long-term strategic perspective that enables setting priorities and defining key areas of focus for the future of the Global Fund.

Service Orientation: Developing solutions, systems or approaches that are aimed to support Clients/Recipients and/or address their needs in a systematic way.

Drive for results: Ability to make high-impact decisions and readiness to launch larger scale initiatives that support the Global Fund mission and strategy implementation.

Collaboration: Managing challenging interpersonal situations in order to help others resolve conflicts and overcome challenges that come up in various working relations.

Interaction: Managing strategic dialogue with high-level stakeholders based on political awareness and top-level diplomatic skills.

Adaptability: Proactively drive broad scale changes to ensure the Global Fund readiness to face challenges of the VUCA world.

Location & Term of Appointment

The Chief Ethics Officer will be based in Geneva, Switzerland at the Global Fund's headquarters. Frequent travel may be required.

The Chief Ethics Officer is appointed through standard Global Fund recruitment procedures for a three-year term that may be renewed no more than once.

Selection Process

The Committee and the Executive Director jointly select the Chief Ethics Officer, who is then appointed on a no-objection basis by the Board. In the event the Committee and the Executive Director cannot reach consensus regarding the selection of a candidate, the matter will be referred to the Board for decision.

Given the unique role of the Chief Ethics Officer, following the completion of their term(s) as Chief Ethics Officer, they will be ineligible for future employment (as an employee, consultant or as a participant in a governance role) by the Global Fund for a period of two years.

The Global Fund has retained Russell Reynolds Associates to advise it on this appointment.

Diversity, Equity & Inclusion

The Global Fund is committed to a diverse, equitable, and inclusive work environment. To help us achieve this, we welcome applications from all qualified candidates who share this commitment, regardless of their sex, gender identity, sexual orientation, HIV status, race, national origin, cultural or ethnic background, disability, marital status, religion, or age.

How to Apply

To apply, please send your CV and supporting statement to responses@russellreynolds.com by Monday 11th September, quoting the role title in the subject heading of the e-mail. All applications will be acknowledged.

Your supporting statement should succinctly highlight your motivation, experience, and skills against the requirements of the role.