

MWELE MALECELA MENTORSHIP PROGRAM

FEBRUARY 28, 2023

MONTHLY
PROGRESS
REPORT

The Mwele Malecela Mentorship Program
WHO Regional Office for Africa



World Health
Organization

African Region

INTRODUCTION

We are pleased to share this progress report on the Mwele Malecela Mentorship (MMM) program, which aims to support women to overcome gender barriers and enable them to become influential leaders and agents of change. This report aims to provide stakeholders with an update on the progress of the program and identify areas for improvement, as per the MMM Program Milestones and Timeline for 2023 (see Annex 1). The report provides highlights of the program's progress and the key milestones achieved during the past two months of 2023 – in respect of the program governance, the design and selection, the launch and implementation, as well as the program management and reporting.

PROGRAM GOVERNANCE

The MMM Program Governance is focused on providing the structure and guidelines to ensure program effectiveness and impact. In the past two months of 2023, the program has achieved several key milestones, including the following:

- ▲ **Inaugural MMM Steering Committee Meeting holds and approves critical program structures and directions.** This meeting was held on January 18, 2023. At this meeting, the Steering Committee approved the TORs of the committee and modus operandi. The Steering Committee also approved the TOR of the Selection Committee and a list of the members for 2023.
- ▲ **Appointment of the Selection Committee Member in progress.** Ten of the eleven experts nominated for the Selection Committee have confirmed their availability to support the MMM program. Their Letters of Appointment will be sent to them in the next few days.

Next steps

- * Complete the appointment of the Selection Committee members
- * Convene the MMM Program Selection Committee meeting by the end of March 2023
- * Secure approval of the Steering Committee for the recommended mentees and mentors.

PROGRAM DESIGN AND SELECTION

The program's design and selection component is to identify suitable mentees and mentors for the program. Robust processes are being established to make sure the most appropriate mentors and mentees will benefit from the program, and the following are the key milestones achieved over the past several weeks:

- ▲ **Request for Application – Stage-1 was concluded on January 17.** . Over 350 applicants submitted their Stage I application forms, and 126 have been shortlisted to move to the Stage-2 application process.
- ▲ **Stage-2 Request for Application (RFA) Form is ready to be shared with the Steering Committee for approval.** The Stage-2 form has been designed to understand better the applicants' goals, visions and motivation for the mentorship program. We have included questions where the applicants are asked to demonstrate their leadership skills in a personal/professional situation. The questions also aim to elicit the key outcomes/skills the mentees aim to gain and how they plan to take to stay committed to the program during the two years. These questions will enable the Selection Committee to gain a detailed understanding of the applicants and determine the best fit for the program. In addition, the questions will contribute to the mentee-mentor matching process.

Next steps

- * Finalise the Stage-1 application review process and contact those eligible to move to the Stage-2 application process
- * Launch Request for Application for Stage II during the week of March 6
- * Develop a Applicants' Assessment Tool with clear criteria, guidelines/checklists that will support the work of the Steering Committee when it meets to review and select the best-fit applicants for the mentorship program
- * Conclude the selection of mentees and mentors.

LAUNCH AND IMPLEMENTATION

The launch and implementation aspect is designed to ensure that the program is properly launched and that all stakeholders understand the program's expectations and goals. For this component, the MMM program has made significant progress in the following areas:

- ▲ The **Menttium's Matching Tool and online platform**, as well as the **Menttium Launch program**, are now being reviewed
- ▲ **The End Fund is ready to distribute** funds to the selected mentee.

Next steps

- * Revise the MMM program website and keep the platform up to date.
- * Match mentees to mentors.

PROGRAM MANAGEMENT AND REPORTING

The program management and reporting component of the MMM program is essential to ensure the program's effective management and reporting and overall success. In this regard, clear expectations have been set in place. With funding from the Bill and Melinda Gates Foundation (BMGF), we are working with three partners, namely the American Society of Tropical Medicine and Hygiene (ASTMH), Menttium and The END Fund. They each play a unique and crucial role in the implementation of this program, with ASTMH providing support for the mentee selection and advocacy, and the announcement of the award recipients. Menttium oversees the design of the mentorship program, launch and impact measurement, while The END Fund leads the resource mobilization and management. The current focus is establishing formal agreements with WHO, as approved in the Grant Agreement with BMGF. The progress on these issues include:

- ▲ **Program milestones and timeline has been updated.** The timeline update has been instrumental in keeping track of progress and adjusting deadlines accordingly.
- ▲ **Agreement with Program Sub-grantee is being finalised.** The clearance process for the agreement between WHO and Menttium has been moving forward. Similarly, **the ASTMH and WHO Agreement process** is also being concluded.
- ▲ **A short-term consultant, Ms Mika Ndayiziga, has been recruited to support the MMM program.** She brings a wealth of knowledge in program management, partnerships and advocacy and has started to work closely with partners in supporting the launch of the first cohort of the MMM program.
- ▲ **The NTD Advocacy, Partnerships and Mentorship Officer position of the MMM program was widely advertised** from January 18, 2023 to February 8, 2023. The recruitment process, which includes the technical assessments and competency-based interviews of shortlisted candidates, is currently ongoing.

Next steps:

- * Share report to all partners to share the progress of the MMM program
- * Finalise the Menttium, ASTMH and The END Fund agreements with WHO on the MMM program
- * The MMM Program team will continue to work closely with the different stakeholders to ensure a timely and successful launch and implementation of the program
- * Finalise recruitment of the mentorship officer to ensure sustained program's momentum

Looking ahead, we are excited about our upcoming events and activities. We will continue to monitor and evaluate the program's progress and ensure that all participants make the most of their mentorship experience.

Thank you for your continued support!

Annexe 1: Mwele Malecela Mentorship Program Milestones and Timeline for 2023

