

SUSTAINABILITY OFFICER - Centre for IMPACT

Duration: 12 months

Contracting Institution: Khyber Medical University

Place of Work: Higher Education Commission (HEC) Office, Islamabad

Reports to: Programme Managers, Centre for IMPACT

Salary band: Competitive

The Centre for IMPACT is led by a consortium of UK universities, including the Universities of York (joint lead), Oxford, and Liverpool, and works in close partnership with leading Pakistani institutions, including Khyber Medical University (Peshawar), Aga Khan University, Karachi (joint lead), Rawalpindi Medical University, and the Indus Hospital and Health Network, among others.

The Centre for IMPACT is funded by the National Institute for Health Research, UK and was formally launched in November 2022 and will continue to receive funding until the end of 2027. Its overarching mission is to strengthen applied health research capacity in Pakistan, with a wider remit across South Asia. The Centre works across three interconnected levels of capacity strengthening:

- Individual level (PhDs, training researchers, fellows, and early-career academics),
- Institutional level (strengthening universities, research centres, and health systems),
- System level (supporting national research ecosystems and policy-relevant evidence generation).

The Centre's primary research focus areas include:

- Diabetes prevention,
- Hypertension management,
- Mental and physical multimorbidity, and strengthening mental health care in primary care, and
- Policy research for the prevention and control of non-communicable diseases (NCDs).

The Centre's current funding is scheduled to end in 2027. However, its partner institutions are keen to sustain this Centre beyond this term.

The Centre's long-term vision is to:

- Continue to sustain and further strengthen applied health research capacity in Pakistan,
- Address the rapidly rising burden of NCDs and mental health conditions,
- Expand partnerships to additional institutions in Pakistan with aligned ambitions, including those beyond the health sector,
- Embed applied research more firmly within national development and policy priorities.

In order to achieve these goals, its founding institutions wish to establish the Centre for IMPACT as an independent entity for public good in Pakistan with a clear sustainability plan. As a first step, a sustainability officer will be appointed to Khyber Medical University – a founding institution. While the post of sustainability officer will be funded through KMU, it is supported by all other partner institutions.

S. No	Post	Objectives and Key responsibilities
1.	Sustainability officer Duty Location: Islamabad	1. Legal Entity Registration • Lead the registration of Centre for IMPACT as a legal entity for public benefit in Pakistan (e.g. Section 42 company, trust, or society), including a comparative assessment of legal structures against the Centre's

		mission, revenue model, and foreign-funding requirements. • Work closely with a legal counsel to manage all legal, tax, and regulatory filings (e.g. SECP, FBR) in coordination with legal counsel, ensuring the entity meets Pakistan's compliance requirements for public-benefit/social enterprise organizations, including those receiving international funding. 2. Business and Financial Planning • Develop a costed, business plan and financial model for the new legal entity, including diversified revenue streams (e.g. contract research, training and capacity-building services, consultancy, membership, and continued grant funding). • Identify streams for national and international funding to sustain and expand the Centre's work, tracked against defined revenue-diversification targets. 3. Governance and Institutional Design • Support the establishment of the Centre for IMPACT Sustainability Board, including its terms of reference, composition, and decision-making authority • Draft founding governance documents (e.g. Articles of Association/Memorandum, inter-institutional partnership agreements) that define roles, responsibilities, and decision rights across founding institutions 4. Partnerships and Stakeholder Relations • Map the scope of partnerships with universities, government organizations, healthcare providers, professional societies, and other national and international stakeholders relevant to the Centre's long-term sustainability. • Act as the main point of contact between Centre partners, funders, and other stakeholders, supporting communication and collaboration across the partnership. • Conduct horizon scanning with partners and stakeholders to identify the Centre's strengths and external opportunities for funding, partnership, and policy engagement. 5. Communication and Dissemination • Plan and coordinate an annual Centre for IMPACT dissemination event to showcase research, capacity-building activities, and policy-relevant outputs to funders, partners, and government stakeholders. • Represent Centre for IMPACT at meetings with partner institutions, and external stakeholders,
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		promoting the Centre's work and identifying opportunities for collaboration. Organize networking and knowledge-sharing events for Centre partners and external stakeholders.

2	Qualifications	Essential / Desirable
2.1	Undergraduate degree in health sciences, public health, social sciences or a related discipline.	Essential
2.2	Master's degree in a related area.	Desirable
	Knowledge and Experience	
	Experience registering or operating within Pakistan's nonprofit/company regulatory environment (e.g. SECP, FBR, trust/society law), or equivalent experience with legal entity formation elsewhere.	Essential
	Experience developing business plans, revenue models, or costed service offerings for an organization.	Essential
2.4	Experience in fundraising, taking on entrepreneur endeavors and promoting social enterprises	Essential
2.5	Proven ability to attract and obtain external funding	Desirable
2.6	Experience of working with multiple organizations and managing collaborative partnerships between institutions	Essential
	Skills, abilities and competencies	
2.8	Highly developed communication skills to engage effectively with a wide-ranging audience, both orally and in writing, using a range of media	Essential
	Strong financial and business acumen, including budgeting, costing, and financial modeling.	
2.9	Exceptional written and verbal skills; ability to translate technical jargon for a layman audience.	Essential
2.10	Capability to generate ideas, execute plans and evaluate practice.	Essential
2.11	Competency to make presentations to international audience or exhibit work in other appropriate events.	Essential
2.12	Ability to build relationships and influence a wide range of stakeholders across academic, policy and healthcare settings.	Essential
	Personal attributes	
2.14	Demonstrated emotional intelligence and interpersonal skills, with the ability to work effectively across different cultures, disciplines, and organizational contexts.	Essential
2.15	Collaborative ethos	Essential
2.16	Commitment to promoting the public understanding of research and scholarship	Essential
2.17	Positive, professional and collaborative approach to working with colleagues and partners.	Essential
2.18	Willingness to work proactively with colleagues in other work areas/institutions	Essential



KHYBER MEDICAL UNIVERSITY



OFFICE OF RESEARCH INNOVATION AND COMMERCIALIZATION
PHASE-V, HAYATABAD, KHYBER PAKHTUNKHWA, PESHAWAR, PAKISTAN

☎091-9217258 📠091-9217704

1. Eligible candidates are required to apply on <https://forms.gle/udgn36fogbp3xFNG9> on or before 25th September, 2026.
2. Only shortlisted candidates will be called for interview.
3. No TA/DA shall be admissible for appearing in the interview.

DIRECTOR-ORIC
Khyber Medical University-Peshawar