

Job Description

POSITION TITLE: Project Manager

DATE: February 7th, 2018

COUNTRY PROGRAM: Somalia

STATUS: Full time

RESPONSIBLE TO: Programme Manager

SUPERVISORY CAPACITY: 3/4

DEPARTMENT/COUNTRY PROGRAM DESCRIPTION/MISSION

ARC International is an entrepreneurial humanitarian and development organization that assists displaced people to move from vulnerability to resilience, from impoverishment to a basic level of well-being, and from exclusion to inclusion.

The overall objective of ARC International's Somalia/Somaliland program is to broaden opportunities for disadvantaged communities in (particularly women and youth) to pursue a secure and sustainable livelihood; create an environment that enables social and economic re-integration of Somali youth into society through technical, vocational and leadership skills development that enables young people to secure gainful employment; sustainably rehabilitate through social transformation and economic empowerment; respond to recurring emergencies and help build resiliency of communities through strengthening of existing social services such as health and water facilities/structures and support creation of durable solutions for returnees to Somalia through a set of integrated activities aimed at socio-economic reintegration into their country and communities of origin.

PRIMARY PURPOSE OF THE POSITION

ARC in partnership with SSF is implementing youth and women economic empowerment project in Kismayo, Ras Kamboni and Garbaharey district in Jubbaland state. The project aim to make both formal and informal institutions more accountable to the needs of the people, especially the most vulnerable through strengthening local institutions and promoting gender equality and social inclusion. Accordingly, the overall objective for intervention is to improve the livelihood of youth and women through employment creation, micro financing and trainings in collaboration with private sector and government in order to facilitate access to decent and productive employment.

The purpose of this position is to provide technical support to the livelihood Programme in Somalia, including the provision of strategic oversight for the programme, while building systems and capacities that can continue the quality work after the project ends. The Project Manager, will be responsible in the delivery and implementation of the project as per the proposal. S/He will be in-charge the oversight and supervision of all project aspects: delivery, finance and staffing. The Project Manager will provide leadership and strategic thinking to help define the trajectory of economic growth by focusing on promoting the community and developing sustainable job

matched to local employment needs and opportunities and ensure proper implementation of the activities and outputs of the intervention. The Project Manager reports to the Programme Manager.

MAJOR AREAS OF ACCOUNTABILITY

PRIMARY DUTIES/RESPONSIBILITIES

% OF TIME

- Leads economic development project team and ensures team spirit.
- Submit high quality and timely Programme reports.
- Support the Programme teams to develop proposals, concept notes and budgets for Livelihood activities/projects/programmes in consultation with the Senior Livelihoods, Programme Director and the Grants Manager
- Ensures the highest possible quality of delivery and ensures value for money.
- High potential in leadership, capacity to understand and manage complexity, ability to work with a variety of partners and cultural differences, excellent communicator and negotiator, autonomy and team spirit.
- Solid background or professional experience in economic and employment development.
- Excellent organizer and planner, very much result oriented, with a high degree of attention to quality and excellence in execution.

- Providing overall coordination and oversight for the implementation of the various projects and activities which are contained in the Economic Development Strategy.

- Undertake analysis and evaluation of economic and business development opportunities and identify strategies to develop these opportunities.

- Liaise with Somalia Chamber of Commerce and other economic development organizations in economic development and employment creation strategies.

- Develop and manage programs and services to improve the business environment for the coastal community.

- Promote local opportunities and identify valuable fish commercial and assist JCCI prospects to view these properties.

- Identify need for and develop a variety of fish promotional and marketing tools and community building events to attract new businesses and new approach to the Community.

- Work closely with field teams on objectives, indicators and activities and develop clear monitoring frameworks for each program in collaboration with the M & E team.
- Maintain an effective monitoring and planning system, which informs reporting and Programme design.

EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED

- University degree in Development studies, Economics, Fishery or a related field.
- Working experience in Economic Development, marketing, and public relations.
- 5 years professional experience in project management and economic development preferably in rural areas, with a strong field experience.

KEY BEHAVIORS & ABILITIES

- Sensitivity to cultural differences, and the ability to work in a wide variety of cultural contexts.
- Excellent teamwork skills and the ability to build good relations both internally and externally.
- Experience in report and proposal writing.
- Ability to organize and prioritize workload, using initiative when appropriate.
- Good team player, flexible and capable of working with a multinational country team, politically and culturally sensitive.
- Ability to cope with stress; work under pressure often to strict deadlines.
- Flexibility, adaptability, sense of humor, and patience.
- Ability to motivate and develop skills of others.
- Facilitation and interpersonal skills.
- Analytical and problem solving skills
- Sound IT skills, including Word and Excel.
- Strong written and verbal communications skills and good command of English and Somali

Application letter and copies of relevant academic and technical qualifications should be sent to: SMJobs@arcrelief.org not later than **February 18th, 2018**.

NB: Please state on the Subject line of the e-mail: **Project Manager**.