

POSITION TITLE: Field Coordinator**DATE: February 7th, 2018****COUNTRY PROGRAM: Somalia****STATUS: Full time****RESPONSIBLE TO: Programme Manager****SUPERVISORY CAPACITY: None****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 leadership and oversight to the projects being implemented by ARC in Gedo region. The Field Coordinator will be responsible for the delivery and implementation of the project particularly in Gedo region as per the proposal. The Field Coordinator will be a full time position based in Garbaharey with frequent travel to other project areas in Gedo and directly reports to the Programme Manager.

MAJOR AREAS OF ACCOUNTABILITY

PRIMARY DUTIES/RESPONSIBILITIES	% OF TIME
<ul style="list-style-type: none">• Providing overall coordination and oversight on project activities in close collaboration with ARC implementing partners under the guidance of the Program manager.• Carry out situational analysis pertaining to their areas and sector of intervention and report accordingly• Submit high quality and timely project reports.• Contribute to the development of proposals, concept notes and budgets in liaison with Programme Director and the Grants Manager• 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.• 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

- Work experience: Minimum 3 years' of experience implementing community development programs
- Education: Minimum Bachelor's degree from any recognized university.
- Language: Excellent written and spoken English.
- Have strong computer skills, including Microsoft Word, PowerPoint, Excel, and internet navigation.

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: **Field Coordinator**.