



## Women for Women International - DRC: Country Director, DRC

Closing Date: 27 Sep 2019

Starting Date: 1 Dec 2019

Reference: WfWI-CD-DRC

Contract Type Open

### About Women for Women International

As conflict increases globally, so do the number of women suffering from violence, displacement and poverty. After 25 years of serving close to half a million women survivors of war through its integrated pro-poor gendered graduation approach, Women for Women International (WfWI) is in a unique position to make a difference in the lives of women and their families.

WfWI serves women in eight countries offering support, tools, and access to life-changing skills to move from crisis and poverty to stability and economic self-sufficiency. Its powerful individual giving model has connected tens of thousands of supporters directly to the women they serve and to the women's movement. This model funds 70% of their work, with additional funding from donor governments and foundations.

Women for Women International has been working with and in DRC since 2004, providing direct programming and working with local civil society to address the needs of the most marginalized women.

### About the Role

The Country Director is the official representative and leader of Women for Women International in DRC. The Country Director shapes the vision and strategy for the Country Office, providing high-level oversight of all areas of program implementation and operations. He or she will have demonstrated the ability to manage team members as well as build the capacity and counsel employees. The Country Director needs to have a strong commitment to women's empowerment, excellent leadership and management skills, the ability to communicate effectively, both in writing and orally, and to operate successfully in unstable and challenging environments.

As the official representative and leader of WfWI in DRC, the successful candidate will represent the organizational, advocacy and programmatic priorities of the organization to donors and partners. They will lead WfWI's efforts to maintain and strengthen WfWI's reputation as a highly capable organization by cultivating and maintaining close, productive relationships with strategic partners and continually identifying new opportunities for WfWI to add value and maximize impact.

Additionally, the Country Director will foster an entrepreneurial environment within the team that drives toward action and accountability for results, fosters resourceful problem solving, and ensures adherence to global and local compliance.

### Duties and Responsibilities

#### Programmatic Leadership and Development

- Provide strategic and management oversight to the design and successful implementation of all programs offered by WfWI, including community identification/assessments, rights and life skills training, cash transfers, business and vocational skills training, men's engagement and advocacy work at all levels.
- Ensure that data collection, monitoring, evaluation and reporting on any aspect of the program is conducted in a timely manner and in line with WfWI and donor policies, procedures and grant agreements.
- Identify interventions that require additional monitoring and evaluation and inspire the program team to analyse program processes and impact through surveys, qualitative research, and other mechanisms.
- Work closely with the senior managers on all aspects of programming to ensure efficiency and accountability, and to develop innovative programmatic approaches to help marginalized women improve their lives.
- Translate these program ideas into proposals, complete with budgets and log frames, in collaboration with the fundraising team in our HQ and UK offices.
- Monitor the performance of grantees/sub-grantees receiving funds from WfWI in DRC to ensure compliance with grant agreement and programmatic best practice and principles.
- Ensure country office compliance with all organizational policies, procedures and program guidelines as well as the local laws.
- Participate in strategy development for the organization as a whole and lead country office strategy processes within the broader global framework.

#### Financial, Operational and Human Resources Management

- Responsible for the development, management and oversight of DRC Office's annual program budgets, in collaboration with program staff, and ensuring robust financial management and accountability of the country program budgets.
- Ensure WfWI DRC office's teams across programmatic, administrative, and technical functions operate at an exceptional standard of performance, achieve maximum impact while delivering the programs, and establish and maintain the systems and processes necessary to ensure compliance and value-for-money while creating an entrepreneurial environment that drives toward action, fosters resourceful problem solving, and ensures accountability for results.
- Leads recruitment of new staff according to programmatic and operational needs to grow a highly effective and capable team to pursue WfWI's strategic vision in DRC.
- Mentor staff and ensure that performance appraisal systems are implemented properly by all managers.
- Ensure effective grant management, budget utilization and fulfillment of annual targets.
- Responsible for ensuring proper safety & security measures are taken to safeguard staff, participants, visitors and assets.

### **Fundraising and Representation**

- Oversee the drafting of quality funding proposals and ensure accountable grant management in line with organizational and donor requirements.
- Develop fundraising opportunities and cultivate new donor relationships and ensure visibility of the WfWI DRC program in-country and regionally.
- Develop and maintain good working relationships with local and international partners, donors, grantees, and relevant government agencies and community leaders.
- Lead and represent the organization to external audiences and stakeholders.

### **Skills and Experience**

- Minimum of 10 years work experience ideally in the INGO/NGO sector, with at least 5 years at a Managerial level.
- Master's Degree or equivalent post-graduate qualification in a relevant field (or 15+ years' relevant work experience in lieu of the advanced degree).
- Excellent leadership and management skills and demonstrated experience of managing teams of 10 or more staff members in a participatory style.
- Proven ability to raise and manage grants from major foundations, corporations, multilateral institutions and governments (including USG).
- Experience working in conflict-affected and/or refugee contexts a strong advantage.
- Demonstrable understanding and experience of gender issues and proven commitment to addressing gender inequalities in all key areas of responsibility.
- Inspiring and motivational advocate for women's empowerment programming is an advantage.
- Familiarity with managing budgets, financial reporting and grant writing.
- Excellent administrative and organizational skills.
- Strong interpersonal, communication and teambuilding skills.
- Strong analytical and problem-solving skills.
- Strong operational and logistical management skills.
- Ability to prioritize tasks and manage time efficiently.
- High level of maturity and cultural sensitivity.
- Knowledge of the political, economic and social context of DRC.
- Fluency in written and spoken English and French is required.