



## **CBM International - This is a position to be based out of one of CBM Asia's offices subject to local employment and immigration laws.: Regional Programme Quality Manager**

Fecha de Cierre: 3 de Marzo de 2019

Fecha de Inicio: As soon as possible

Referencia: CBM-RPQM-A

Tipo de Contrato Full time – 2-year fixed term aimed at a longer-term assignment

### **About CBM in Asia**

CBM is an international Christian development organisation, committed to improving the quality of life of people with disabilities in the poorest communities of the world. Based on its Christian values and over 100 years of professional expertise, CBM addresses poverty as a cause and a consequence of disability and works in partnership to create an inclusive society for all.

CBM has had a presence in Asia since 1966, when the first programme in Afghanistan started, followed shortly after by India in 1967. Currently, CBM has programmes (and offices) in Pakistan (Islamabad), Nepal (Kathmandu), India (Bangalore), Sri Lanka, Bangladesh (Dhaka), Myanmar, Thailand, Laos (Vientiane), Vietnam (Hanoi), Indonesia (Jakarta), Philippines (Manila) and Papua New Guinea. This work is overseen and supported by an Asia Regional Hub Office located in Bangkok, Thailand.

Programming in Asia takes a rights-based approach to disability; CBM networks with government agencies and development organisations to address disability as a cross-cutting issue in alignment with the Convention on the Rights of Persons with Disabilities (CRPD) and the Sustainable Development Goals (SDGs). CBM partners with government and non-government organisations as well as Disabled People's Organisations (DPOs) to develop and implement programmes and projects based on the country context.

### **About the Role**

The Regional Programme Quality Manager acts in the role of programme specialist across CBM Asia. You would maintain a solid relationship with the Country Office Programme Managers and teams and take responsibility for advising and guiding them in applying and promoting the relevant programmatic processes and standards for planning, monitoring, evaluation, reporting, and compliance requirements of CBM project partners. You will foster a culture of learning and be responsible and accountable for managing the effective implementation of cross-regional partner and programme portfolios. The role manages alliances and relationships with advocacy partners including disabled persons' organisations (DPOs) at a regional level as well as line-manages programme staff in the Regional Hub Office. You may also on occasion deputise for the Regional Hub Director.

### **Purpose of the Role**

The Programme Quality Manager will ensure that the CBM programme strategy, policies, standards, technical guidelines, and procedures are understood and adhered to by the country and at the regional level, providing necessary coaching and support to and checks with country offices. This includes supporting the effective annual and multi-year planning of projects and programmes ensuring country offices are fulfilling programme objectives and the appropriate utilisation of budgets. You would manage CBM's programmes and partnerships at the regional level, including disability inclusion and advocacy work, and ensure its alignment with CBM's federation strategy, internal standards and procedures.

### **Duties and Responsibilities**

#### **Partnership and programme management**

- Conduct an assessment of programme quality gaps in the region as the basis for a 3-year regional programme development plan broken down into annual operational plans, and ensure implementation.
- Guide, support and regularly train country offices to ensure partnership policies as well as programme standards, policies and procedures established at the international level are understood and implemented at country level; support with capacity development measures as required.

#### **Advocacy, technical advice & representation (where relevant)**

- Support the Regional Hub Director in coordinating with CBM International and Member Association advocacy staff in the pursuit of advocacy priorities, ensuring alignment of disability inclusion and advocacy work at country level with regional and global engagement.
- Engage with regional alliances and work with regional and international civil society, agencies, NGOs and in particular DPOs to define and support regional advocacy priorities.
- Coordinate efforts to strengthen and support regional DPO organisations and movements.

**Communication and resource mobilisation**

- Monitor regional calls for proposals from institutional donors and support the Regional Hub Director in building focused relationships with representatives of potential regionally based donors.
- Guide country offices in their work with partners to gather and share quality and timely project information and content to support CBM's internal and external communication, enabling Member Associations to demonstrate impact in their donor communication.

**Information gathering and sharing**

- Collate information gathered at country level in the analysis of the geopolitical, humanitarian, social, economic, cultural and human rights situation for the wider region, relevant to CBM's disability inclusion focus and share with internal stakeholders.
- Promote documentation of good practice cases and support country offices in this process.
- Facilitate exchange and learning on programme issues between countries, with other regions and with other CBM stakeholders.

**Team supervision (as relevant)**

- Manage and coach the CBM regional programme staff, which includes: selection, job description updates, performance management, capacity development planning, work plans and follow up, delegation and motivation.

**Skills and Experience****Education, Knowledge & Professional Experience**

- Professional experience of at least 10 years in a development context with at least 3 years in a similar position, and a track record of successfully overseeing large inclusive development and/or humanitarian programmes in collaboration with national partners.
- Good knowledge of international mainstream development and development-related trends; expertise in disability inclusion is a strong asset.
- Extensive experience in participatory approaches, sustainability, partner capacity development, knowledge management, monitoring and evaluation, quality assurance, and accountability.
- Excellent managerial qualities with regard to results based, project cycle management and financial management.
- Excellent leadership, prolific networking and communication skills.
- Proven track record in skills transfer and capacity development, with strong coaching abilities.
- Willingness to travel frequently in the region.
- Commitment to CBM's mission, vision and values.
- English (professional proficiency).
- Relevant regional language (professional proficiency).