Country Representative

Description

Ranked the top NGO in the world for the fourth time running, BRAC is known for its holistic, community-based programming. As Country Representative for Afghanistan, you will lead BRAC's work strengthening and deepening its programmatic work in health and education. You have significant programme leadership experience, strong regional knowledge and resource mobilisation skills. This is an exciting opportunity for a leader to build on the vast technical knowledge and resources within BRAC and apply it to Afghanistan.

About BRAC

BRAC is a development success story, spreading anti-poverty solutions born in Bangladesh to 11 other developing countries in Asia and Africa, making it a global leader in providing opportunities for the world's poor.

BRAC was founded in Bangladesh in 1972 by Sir Fazle Hasan Abed, and is today one of the top leaders in developing cost-effective, evidence-based poverty innovations in extremely poor, fragile and post-disaster settings. BRAC started its first programme outside of Bangladesh in Afghanistan in 2002 through the Stichting BRAC International, which is registered in the Netherlands. BRAC International is currently reaching over 19 million people beyond Bangladesh and creating opportunities to break the cycle of poverty.

With a holistic approach that uses a wide array of interventions including microfinance, education, healthcare, legal services and more, BRAC invests in communities' own human and material resources, catalyzing lasting change and creating an ecosystem in which the poor have the chance to seize control of their own lives. Of the world's top development and humanitarian relief organisations, BRAC is one of the few based in the global south. In 2019, BRAC has been ranked as the number one NGO in the world for the fourth consecutive year by the Geneva-based NGO Advisor, an independent media organisation committed to highlighting innovation, impact and governance in the non-profit sector.

About BRAC Afghanistan

BRAC Afghanistan provides essential services and support in 95 districts under 15 provinces and hard to reach communities through it's 78 offices across the country, 1700 staff, 1700 community associates and operates programmes in education (primary, secondary, technical and vocational), health and nutrition, capacity development, democratic process facilitation and community empowerment with an annual country portfolio of over USD 20 million.

Purpose of the Role

This position is responsible for strategic leadership and direction in BRAC Afghanistan including country strategy and development of the Annual Operating Plan (AOP), quality programme development and implementation, resource mobilization and finance, and human resource management according to the relevant values, policies, protocols and standards of BRAC and BRAC Afghanistan to build a sustainable country operations. The country representative will represent BRAC International in the country at different platforms and ensuring the strength of its profile and reputation with stakeholders and reflect the organizational values, vision and mission. The Country Representative is expected to work closely with regional and head office teams to fulfil the duties/responsibilities of the position.

Duties and Responsibilities

- Lead the development and implementation of high-quality country strategic plan and AOP relevant to the local context and the organizational priorities.
- Lead, guide and supervise the program managers on planning, implementation, monitoring and evaluation of the projects to ensure the effective and efficient execution of project deliverables.
- Lead and oversee the grants acquisition and management effort in the country ensuring the long-term health of the portfolio and achievement of annual targets.
- Strengthen the financial sustainability of programs and operations through effective and efficient resource development effort, outstanding healthy financial ratios, and effective budget administration.
- Ensure adequate systems are in place and followed, regarding program procurements, management and maintenance of project assets, regular inventories and similar activities.

- Develop brand and reputation among foreign and national governments, partners, donors and other stakeholders, and develop and maintain productive relationships as BRAC's representative and spokesperson to the public, including local and international media and audiences.
- Direct and manage staffing in the country while focusing on developing capabilities appropriate to the strategic and operational needs of projects and programs, including creating ownership among local staff and nurturing the future talent pipeline.
- Ensure proper and transparent management of resources and reporting systems are established in the country in accordance with the policy and procedures and all regulatory requirements of BRAC, host country governments and donor's policy.
- Visit projects to encourage, advice, build relationships, and evaluate the effectiveness of funding.
- Follow-up with the program managers on the findings of audits, risk register and monitoring reports.
- Drive, develop, and ensure the adaption, integration, and learning around key areas including safeguarding, gender equity and diversity, monitoring and evaluation and risk and security management.
- Uphold, promote, follow and apply the core values and mission of BRAC in Afghanistan.
- Establish a safeguarding culture across all levels of the programme by implementing the safeguarding policy. Act as a key source of support, guidance and expertise on safeguarding for establishing a safe working environment.
- Ensure team members are appropriately trained, supported and have access to resources regarding issues that are identified and actioned in accordance with the safeguarding policy and procedure.
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

Additional:

- Consult and coordinate with lawyers to resolve legal issues.
- Organize national and international workshops and seminars to represent the BRAC and commence new initiatives.
- Attend various national and international events.
- Engage different service providers to ensure input procurements for smooth implementation of programme activities.
- Organize and participate in inter-program coordination meetings like Audit review committee meetings, Country Management Team meetings and compliance meetings.
- Maintain liaison with relevant civil society organizations and bodies.

Skills and Experiences

- *Leadership*: 10+ years' multi-sectoral experience in a leadership role, preferably in Afghanistan or/and in the neighbouring countries.
- *Management*: proven organizational, managerial and administrative skills.
- *Strategic thinking*: demonstrated ability to think analytically and strategically, conceptualize new ideas, digest and analyze complex information and present a coherent work plan or implementation plan.
- *Networking & Communication skills*: excellent writing and facilitation skills. Strong communication and representational skills. Proven skills in networking and relationship building.
- Culturally sensitive.
- Entrepreneurial and proactive mindset with vast professional knowledge in diverse development approaches.
- Possess professional attitude, diligence and ability to work independently as well as work in a team.
- Willingness to travel and visit project sites.
- Masters degree in any discipline.

Meta Fields