

***Join Our Team***

**Advert for Deputy Country Director – Programmes (DCD-P)**

**Background**

Self Help Africa is an international development organisation that works through agriculture and agri-enterprise development to end hunger and extreme poverty. The organisation has programmes in 15 countries in sub-Saharan Africa and implements projects in Brazil and Bangladesh. In early 2023 we launched a new five-year organisation strategy, which defines shared mission as the alleviation of hunger, poverty, social inequality, and the impact of climate change through community-led, market-based, and enterprise-focused approaches, so that people can have access to nutritious food, clean water, decent employment, and incomes, while sustaining natural resources. Our wider organisation also includes social enterprise subsidiaries Partner Africa, which provides ethical auditing and consultancy services, Tru-Trade, an innovative trading platform in Malawi, and CUMO, Malawi’s largest micro-finance provider.

**Our three core values are:**

* Impact: We are accountable, ambitious, and committed to systemic change.
* Innovation: We are agile, creative, and enterprising in an ever-changing world.
* Community: We are inclusive, honest and have integrity in our relationships.

**Job Purpose**

Deputy Country Director – Programmes works with the Country Director and Programmes. The DCD-P oversees the programme implementation across various projects including the Monitoring and evaluation function in all programmes.

**Programme Management & Operations**

* Oversee the development, implementation, reporting of country office programs and projects and ensure that they are in line with Country strategy and Global SHA Strategy.
* Ensure that projects and programs receive adequate technical support to meet all program technical quality standards and requirements in line donor and sector Quality standards.
* To ensure quality control of donor reporting in accordance with funding partner requirements, for submission through the Country Director.

**Culture, People, and Resourcing**

* Provide leadership and management support to SHA staff reporting to this position including coordinating workplans, building team spirit and working, conducting performance appraisals, supporting staff development, etc.
* To encourage staff involvement and commitment to the running of the programme through regular meetings and visits and a participatory team approach to decision making.
* To ensure we have the right senior management staff complement and recruit where appropriate according to in-country guidelines and SHA policy, including equal opportunities.
* To play a key role on the safeguarding committee, to embed robust safeguarding systems and processes across the organisation and to nurture a safeguarding culture at SHA.
* Provide proper supervision and management for all direct reports and lead the functioning of a strong, effective and coordinated Program team.
* To support the CD and SD in ensuring effective and efficient management of human and financial resources of SHA Malawi.
* To ensure adequate budgeting of all new project initiatives, including contributions to core costs in line with the cost recovery policy.
* To ensure effective project budgetary control and monitoring in line with SHA’s financial procedures and guidelines, fraud and risk management policies.
* To follow up with project managers on implementation of the recommendations of internal and external audits and to support the annual global audit process.

**Synergies, Organisation Development, and Alignment**

* To represent SHA, when delegated
* To oversee the development of and implementation of SHA’s locally led development policy and specifically growing SHA’s equitable and long term partnerships with local organisations.

**Demonstrating Impact**

* To ensure effective monitoring and evaluation of all programmes, demonstrating success, impact, and VFM
* Line Manage the National M&E Coordinator and to support the Malawi M&E technical working group and ensure implementation of the National M&E framework.

**Finance Models, Funding, and Compliance**

* Lead in monitoring the programme portfolio and take necessary measure to maintain a healthy portfolio all times.
* To lead the proposal development processes to ensure development of high quality, competitive proposals for submission to potential donors through the CD and with the SHA Business Development group.
* To oversee the development, testing and implementation of new innovative, market-oriented programme approaches appropriate for the context of Malawi.
* In conjunction with the programme managers implement systems to ensure quality of programme design, implementation, monitoring, learning and evaluation, which incorporate learning from the sector

**Qualification**

* Master's degree in relevant field, such as Development Studies, Public Health,and/or other related fields.
* At least 8 years of experience in managing and implementing programs
* preferably in the livelihood space, public health with a focus on nutrition
* interventions.
* Relevant work experience in International Non – non-governmental
* organizations operations or relief/Development field.
* Demonstrated experience with proposal development with a range of
* international donors
* Experience in establishing and maintaining collaborative relationships with
* donors and government counterparts.
* Relevant work experience in International Non – non-governmental
* organizations operations or relief/Development field.

**How to apply**

Qualified and interested candidates who meet the stated requirements must submit a completed Application Form, downloadable on <https://gsha.box.com/v/applicationform>. The completed application form should be uploaded together with the **Cover letter, Curriculum Vitae and Copies Certificates** saved in your name to <https://selfhelpafrica.org/ie/careers-apply/?jbcd=500QD00000DZ2p9%20-%20Advert%20for%20Deputy%20Country%20Director%20-%20Programmes%20(62051>

No hard copies / physical applications will be accepted. **Please note zipped Folder will not be accessed.**

**Closing date for the receipt of completed application forms is 12:00 Midnight of 17th May 2024.** Only short-listed candidates will be contacted.

Self Help Africa takes the safety and well-being of all those we work with, and our staff, very seriously. We have a zero-tolerance policy on abuse. Our recruitment is safe, meaning that we recruit staff with the highest values and standards of ethical behaviour. Self Help Africa has a Safeguarding Children and Vulnerable Adults Policy, which reflects our commitment to protecting the people with whom we work. All candidates will be expected to comply with this policy and its procedures.

For more information about the organisation, please visit our website at [www.selfhelpafrica.net](http://www.selfhelpafrica.net).

**SHA is an equal opportunity employer.**