



JOB OFFER
CHIEF OF PARTY
CARE HAITI

Deadline: **31/03/2019**

Background

CARE seeks a **Chief of Party** for an anticipated USDA McGovern-Dole Food for Education Program in Haiti. This program is expected to be a cooperative agreement in the \$25M USD range.

The Chief of Party is accountable for the overall vision and leadership of the project and is accountable for delivering results. The successful candidate should possess significant senior experience managing program, financial, and operations of international donor-funded projects, particularly those involving food security, school feeding, and/or distribution of food aid.

The project is expected to begin in October 2019, subject to project award and funding. International relocation and allowances will be available.

For more information: www.carefrance.org

Primary Responsibilities

- Oversee the completion of all technical requirements, including project results and deliverables, in accordance with the project work plan.
- Build and maintain productive working relationships with USDA, Government of Haiti, project partners, and other key stakeholders. Serve as the primary liaison among all project stakeholders,
- Manage the project's operational, financial, and administrative priorities; direct the planning and budgeting processes. Create or adapt management systems in line with CARE's standard operating procedures, ensuring consistency with project needs.
- Ensure strategic and multi-sectoral partnerships with Ministries of Education, Agriculture, Health and relevant others.
- Build partnerships among international -, national- and community-level stakeholders and maintain strong partnership and relations with government.
- Lead advocacy initiatives with government partners at national and subnational levels.
- Design and oversee an annual project cycle in accordance with the USDA's annual planning cycles, including periodic reporting on community management, project activities, project outcomes, and progress towards sustainability.
- Ensure that all resources are managed accountably in accordance with the donor's program standards and requirements.
- With staff and partners, translate project goals and objectives into implementable strategies and plans. Oversee the preparation of quarterly and annual project activity reports, M&E reports, and other deliverables, as specified in the agreement. Report against the project's targets.
- Lead adaptive management processes informed by emerging trends in M&E results as well as contextual changes.
- Represent the project at high-level meetings, conferences, and other fora.
- Guide team members to fulfill the project's strategic goals and objectives.
- Supervise and mentor senior staff, delegating responsibilities as appropriate. Clearly communicate expectations for staff performance.

Required Skills

- Master's degree in a relevant field.

- Minimum of 10 years of progressively responsible experience in international development project management; previous Chief of Party, Deputy Chief of Party, or senior management experience on food and nutrition security programs involving food aid commodities and school feeding programs.
- Experience with multi-sectoral programming inclusive of nutrition, maternal and child health, literacy, and WASH.
- Proven exceptional leadership in the design, management, implementation, monitoring and evaluation of similar-sized international donor-supported programs, with skills in strategic planning and thinking, management, supervision and budgeting, and experience managing complex activities involving coordination with multiple program partner institutions.
- Demonstrated skills building and maintaining relationships with host governments, donors, other donor-funded projects and stakeholders, local organizations, and partners.
- Strong oral and written communication skills; excellent demonstrated interpersonal and negotiation skills.
- Record of success with multi-disciplinary teams, both as a manager and as a team member. Demonstrated record of achieving results on time and within budget. Demonstrated creative problem-solving skills. Experience recruiting, developing, and managing staff and teams.
- Demonstrated commitment to principles of Gender Equity and Diversity, as evidenced in previous positions / programming
- Experience managing programmatic and financial reporting requirements. Experience with maintaining high levels of quality despite demanding reporting schedules and short deadlines for deliverables. Ability to review and ensure accuracy of complex budget and expenditure formats.
- Experience in the management of rigorously evaluated interventions (quasi-experimental designs, randomized controlled trials) implemented in fragile contexts is desirable.
- Previous experience in Haiti is a strong advantage.
- Fluency in English and French (spoken and written) is required; knowledge of Creole a plus.

How to apply ?

Resume and cover letter to be sent by mail before the **31st of March 2019** at: Kelly.Busley@care.org / Andrew.Patterson@care.org

Subject of the mail to specify: << **Chief of Party – CARE Haiti** >>