



JOB ADVERTISEMENT

Position: Partner Project Manager (PPM)

Job Location: PACIDA Head office, Marsabit County

Anticipated Start Date: Immediately

Duration: One Year with possibility of extension based on performance

Organizational Background

The Pastoralist Community Initiative and Development Assistance (PACIDA) is a regional NGO committed to linking emergency, rehabilitation and development in pursue of sustainable community development. PACIDA works with marginalized pastoralist and agro-pastoralist populations in the arid and semi-arid areas in Kenya and Southern Ethiopia to end poverty and hunger and provide sustainable durable solutions to the challenges affecting the vulnerable communities. PACIDA respects strict political and religious impartiality and operates according to principles of nondiscrimination and transparency.

Our interventions seek to cover the multiple aspects of humanitarian and development through a contextualized multidisciplinary approach. Adopting a community-based approach, PACIDA works towards ensuring that the poorest and most vulnerable communities have access to the fundamental rights of life, including but not limited to Water, Sanitation and Hygiene (WaSH), Sustainable Livelihoods, Peace and Governance, Education, Health and Nutrition and Disaster Risk Reduction and Climate Change and Adaptations.

PACIDA has received funds from Welthungerhilfe for the “KEN 1202-21 Chukua Control – Civil Society Empowerment for Improved Service Delivery in Rural Areas of Kenya”. The Project seeks to enhance the capacities and network a core group of competent and determined Civil Society Organizations (CSOs) in Kenya. This will enable them to be self-sustainable organizations that can better serve their missions and engage in policy dialogue processes. Specifically this support and development addresses capacity building in governance, administrative and core accountability systems, project management systems, strategic and operational planning and human resources management.

In order to fulfill its mandate, PACIDA is looking for professionally confident, technically competent, self-motivated, and committed team player to fill the position of **Partner Project Manager (PPM)**.

The successful candidate will draw on personal humanitarian values, sound technical knowledge in organizational development, CSO capacity building, project & personnel management experience, experience of working with Kenyan local CSOs and solid interpersonal skills to effectively advance the project. This is a very exciting opportunity to lead in the sector, make a high contribution to the project and a long lasting contribution to the alleviation or poverty in Kenya.

Based in Marsabit and reporting to the Programme and Partnerships Director, the incumbent’s **duties and responsibilities** will include but not limited to:

- To develop project strategies and work-plans in collaboration with the project management and implementation team.
- In close collaboration with the donor and other partner organizations to conduct and review capacity assessment of partners and develop capacity strengthening plans adapted to organizational needs.
- To take responsibility for developing some core components of the project including:
 - Lead on the institutionalization and capitalization of all trainings into partner organizations, PACIDA and wider a field.
 - Develop capacity building training modules.
 - Develop and implement a leadership and management mentoring program.
 - Identify and facilitate appropriate learning exchange visits.
 - Facilitate networking in relation to project objectives.
 - Facilitate and support advocacy initiatives in relation to project objectives.
 - Coordinate the integration of the project outputs into mainstream PACIDA projects
- To line manage project staff and consultants as required.
- Contribute to periodic project M & E activities and periodic donor reporting.
- Other tasks as required.

Required Profile:

- A degree in strategic management, disaster management, community development and project management, development studies or social science from a recognized institution. Masters' degree in a related field is an added advantage.
- At least five years of involvement in strategic management, community work; mobilizing, and counselling with strong NGO background.
- Specialist understanding and practical experience of all aspects of organizational development: inclusive of organizational mission, values and mission; strategy development, the function of governance, finance, information management, communications and IT, project cycle management, human resource management, business planning, capital asset and resource management.
- Strong training, coaching experience, skills and knowledge.
- Strong interpersonal and diplomatic skills.
- Experience and understanding of the dynamics of local NGOs.
- Experience and understanding of the dynamics of local government.
- Ability to represent and network successfully at all levels.
- Proven project planning and management skills.
- Demonstrated organizational skills.
- Proven experience of capacity building of local institutions.
- Ability to work under pressure against tight deadlines.
- Stand-alone self-starter with a positive and adaptable disposition.
- Excellent written and verbal communication skills.
- Ability to offer strategic advice on programming.
- Experience in cross-border
- Flexible and ability to work under pressure in emergency situations.
- Strong commitment to the organization's mission, vision and strategies
- Ability to manage time, multitask and prioritize
- Excellent computer skills in Microsoft Excel, Word, PowerPoint, Outlook, Internet, etc.
- English & Kiswahili fluency are minimum requirements.

Application Process

This is a challenging opportunity for a dedicated and highly motivated professional. If you would like to join this dynamic team, please submit your application to; hr@pacida.org, *quoting position in the email subject matter, by Monday 22nd November, 2021.*

Applications should include the following:

- An updated CV; and
- An application letter which should include cover letter, remuneration requirements and contact information for three work-related referees.

Kindly note that due to the urgency of the position, CVs will be shortlisted on on-going basis. PACIDA reserves the right to hire prior to the application deadline. Only shortlisted candidates will be contacted for interview.

PACIDA is an equal opportunity employer. Qualified female candidates are encouraged to apply. Canvassing will lead to disqualification.