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Programme Manager – Social Protection & Social Accountability

The Embassy of Ireland has developed a new Mission Strategy that has a ten year horizon (2018-2028) which will be implemented in five year strategies starting with the period 2018-2022. Ireland is fully committed to supporting the Government of the Republic of Zambia to address the reduction of poverty and vulnerability in the 7th National Development Plan 2017- 2021. It is envisaged that Ireland's contribution to the reduction of poverty and vulnerability will be coherent with and coordinated through dialogue with Government and other stakeholders within this structure. Our Country Strategy Paper works towards the overall goal of "promoting Ireland's values and interests in Zambia across two intertwined outcomes –

Outcome 1 Poor rural women and young people in Zambia contribute to and benefit from inclusive sustainable development and

Outcome 2 Deepened people to people, economic, political and cultural relations between Ireland and Zambia focused on common interests and values.

Embassy of Ireland, Lusaka now seeks to employ a dynamic individual to join the organisation as a *Programme Manager – Social Protection & Social Accountability* with responsibility for delivering the key results identified in the strategy specifically for:

- A social cash programme reaching one million of the poorest households by 2022
- Models for financing the cash transfer programme developed and informing choices adopted by the Government of Zambia; and
- A functioning grievance mechanism for cash transfers

Specific responsibilities of the post will include:

- Grant Manage social cash transfer scale-up through the MCDSS. Work towards achieving agreed benchmarks for performance and sustainable financing by Government.
- Grant Manage UN Joint Programme for Social Protection. Work towards ensuring that a grievance mechanism is designed, tested and rolled out within the social cash transfer programme.
- Grant Manage CSOs/NGOs supporting Social Protection and social accountability objectives. Build awareness on entitlements, monitor social budget and expenditure and support advocacy measures that feed into the political and public debate.
- Assess the risks, identify and action the mitigation strategies as part of the grant management process.
- Monitor the performance of the Social cash transfer programme and other partnerships in the portfolio including field visits outside of the structured processes with other cooperating partners.
- Policy Dialogue and coordination with MCDSS and CP Groups
- Briefs and speech writing
- Ensures compliance with and contributes to Social Protection, vulnerability and Inclusion Guidance from Policy Unit
- Focal Point for Social inclusion, disability and inequalities at the Mission

Minimum qualifications and experience:

1. 5 years' experience of working with international development co-operation agencies and experience in programme planning, management, monitoring and evaluation.
2. Specific and substantial experience of dealing with the Government of Zambia at national and local levels, as well as cooperating partners and civil society organisations operating in Zambia.

3. A post graduate qualification in Social Sciences, Human Development, or related international development field.
4. In-depth and up-to-date knowledge of the general social, cultural, economic and political situation in Zambia.

Key Competencies:

The ideal candidate should be able to demonstrate the following key competencies:

- **Building Relations & Communications:** Speaks and writes in a clear, articulate and impactful manner. Actively listens, seeking to understand the perspective of others. Works effectively within the political process, recognising and managing tensions arising from different stakeholders. Proactively engages with colleagues at all levels in the Embassy. Builds networks and alliances with colleagues from partner and other organisations.
- **Judgement, Decision making and risk:** Initiates and takes personal responsibility for delivering results in own area. Ensures optimal use of ICT and new delivery models. Critically reviews projects and activities to ensure their effectiveness and that they meet the requirements, standards and procedures of the department of Foreign Affairs & Trade. Has ability to identify, manage and report on significant risks to strategy and operations.
- **Drive & Commitment:** Consistently strives to perform at a high level. Demonstrates personal commitment to the role, maintaining determination and persistence. Is resilient, maintaining composure even in adverse of challenging situations. Keeps abreast of learning that may be available from Irish development experience or experience in other partner countries relevant to the role.
- **Specialist Knowledge, Expertise & Self Development:** Keeps up to date with key sector, national and international policies and economic, political and social trends specifically in the area of social protection and inequalities and inclusion in the human development sphere more broadly.

To Apply:

To apply for this position please access and fill the application form, forward it with a covering letter of no more than two pages which demonstrates your achievement in applying the above competencies. Applications should be forwarded via email to: RecruitmentLusaka@dfa.ie on or before 15th June, 2018.

Only short-listed candidates will be contacted, Irish Aid wishes to express its appreciation to all applicants.