

## World Vision Mozambique

Job Description

**“Integrated Resilience and Recovery Project Manager”**

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<b>Group:</b>	Integrated Programs
<b>Location:</b>	Guijá District in Gaza province (responsible for activities in Mabalane District as well)
<b>Reports to:</b>	District Manager
<b>Provides supervision to:</b>	Development Officers (2) and others involved in the project implementation
<b>Effective Date:</b>	1 <sup>st</sup> October 2018
<b>Financial Authority / budget: (amount controlled/impacted by the position)</b>	15 Approval limit of \$5,000

Purpose of the position:

The proposed position (Project Manager), aims to lead the implementation of Guijá/Mabalane Integrated Resilience and Recovery Project, in response to the increased vulnerability of households in Guijá and Mabalane District. This project aims to employ an integrated approach to strengthening resilience and reduce vulnerability to climate change induced disasters and promoting long-term recovery, recognizing that resilience is multifaceted aspect and requires a multi-sectoral response in order to have an effective and sustainable effect on the wellbeing of the most vulnerable children and their families.

The role will ensure successful implementation of the project activities covering 4 sectors namely: Agriculture and Food Security; Economic Development; Disaster Mitigation; Water, Sanitation and Hygiene and Spiritual well-being and positive relationships. S/he will also provide technical backstopping and facilitation, working closely with the main stakeholder including the government partners to the target communities to improve their resilience to multiple risks and their capacity to respond to their vulnerabilities.

Major Responsibilities:

<b>Key Outputs/Responsibilities (Accountabilities and results)</b>		<b>Weight (%)</b>	
1.	Provide technical support for the implementation of Community Based Disaster Risk management activities in the target districts focused on building capacity of district government technicians and Community Committees, including collecting and analysis of risk and early warning scenarios, and development of Disaster Preparedness Plans.	15	°
2.	Ensure that the Agriculture Food Security and economic development activities are implemented in close collaboration with beneficiaries, local partners and international NGOs, relevant local government institutions, and other development players	15	°
3.	Along with the District WASH Technical Coordinator ensure that Water Sanitation and Hygiene activities are implemented in a timely manner. These include drilling of boreholes, construction of mechanized systems and training of beneficiary communities on sanitation and hygiene (CLTS/PHAST)	15	°
4.	Serve as WV-Moz first tier support at District level for Church Relations in the project, namely in relation to previously agreed assistance aimed at strengthening churches, including provision of literature and formation, training and running of kids clubs	15	°

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Key Outputs/Responsibilities (Accountabilities and results)		Weight (%)	
5.	Monitor the expenditures against the budget, ensure that adequate use of resources is practiced, and expenditures are in line with project goals. Review the monthly financial reports and prepare variance explanations to ensure that variances over targets are realized.	15	°
6.	Prepare and submit mid-year, annual, end of project and the evaluation reports to World Vision key leadership members, donors and Mozambique government.	5	°
7.	Take lead role in the successful project planning and support the DME team on monitory, evaluation and learning processes for quality implementation of project activities.	5	°
8.	Be a lead expert and represent WV-Mozambique in internally and external forums on DRR, Agriculture, Food Security and Economic Development, WASH and Faith and Development related issues.	5	°
9.	Provide direct supervision of overall project team members (e.g. Development Officers and others involved in the project implementation) and ensure performance management and facilitate their capacity development though mentoring or other activities for better deliver of the expected outcomes.	5	°
10.	Ensure that project staff follows WV policy on promotion and development of human resources and implementation of audit recommendations.	5	°
<b>Total</b>		<b>100%</b>	°

**PROFILE: Core Capabilities:** (proficiency levels; 1=developing 2 =proficient 3=advanced)

Core Capability	Proficiency level (1, 2, 3)		Examples of advanced proficiencies  (A full list of indicators available in Core Capabilities into Job Descriptions – A Director’s Guide)
	Indv	Ldr	
<b>Achieving Capabilities</b>			
Achieving <b>quality</b> results and service	2	2	<i>Example:</i>
Practicing <b>accountability</b> and integrity	2	2	
<b>Communicating</b> information effectively	2	2	
<b>Thinking Capabilities</b>			
<b>Thinking</b> clearly, deeply and broadly	2	2	<i>Example:</i>
Understanding the <b>Humanitarian industry</b>	1	1	
Understanding <b>WV’s mission &amp; operations</b>	2	2	
Practicing innovation & <b>change</b>	2	2	
<b>Self-managing Capabilities</b>			
Demonstrating <b>Christ-centred</b> life and work	2	2	<i>Example:</i>
<b>Learning</b> for growth and development	1	2	
Maintaining <b>work/life balance</b>	1	1	
<b>Relational Capabilities</b>			
Building collaborative <b>relationships</b>	2	2	<i>Example:</i>
Practicing gender & cultural <b>diversity</b>	1	1	
<b>Influencing</b> individuals & groups	3	3	

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## **Other Competencies/Attributes:**

- Must be a committed Christian, able to stand above denominational diversities.
- Perform other duties as required.
- Attend and participate in chapel and devotional times, understand and model a lifestyle compatible with the Christian faith.

## **Qualifications: Education/Knowledge/Technical Skills and Experience**

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

### **Minimum Qualification required:**

High degree on Disaster Reduction, Environment Social sciences or other related

### **Experience:**

- 5 years experience working in DRR and CCA management or related technical position.
- Direct experience with and thorough working knowledge of the collection, organization and presentation of pertinent information for decision-making.
- **Preferred:**
  - Excellent Portuguese communication skills and working knowledge of English.
  - Ability to write well and express technical and humanitarian ideas in an informed manner.
  - Agreement with World Vision’s Core Values and Mission Statement.
- **Technical Skills & Abilities:**
  - Excellent computer skills, familiarity with Windows, WordPerfect, Word, Lotus 123, Excel, and Power Point and Publisher
  - Must have the ability to prioritize situations of responsibility, which must be dealt with.
  - Proven analytical and problem solving abilities.
  - Must have excellent employee relations, managerial ability and leadership capacity.
  - Ability to work without supervision, and demonstrate initiative and innovation.
  - Computer literate (Operate Ms word and Excel and Lotus note)

### **Working Environment / Conditions:**

- Work environment: Office-based with travel to the field
- Travel: 30 % Domestic/international travel is required.
- On call: 10%

_____ Job Holder	_____ Signature	_____ Date
<b>Approved by:</b>		
_____ Immediate Supervisor (printed)	_____ Signature	_____ Date
_____ People & Culture Director (printed)	_____ Signature	_____ Date