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| **TITLE:** Country Director | |
| **TEAM/PROGRAMME:** West & Central Africa Regional Senior Leadership Team | **LOCATION:** Niamey, Niger |
| **GRADE**: TBC | **CONTRACT LENGTH:** Open ended |
| **CHILD SAFEGUARDING:**  Level 3:  the role holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work in country programs; or are visiting country programs; ore because they are responsible for implementing the police checking/vetting process staff. | |
| **ROLE PURPOSE:**  As a member of the West & Central Africa Senior Leadership team, you will have shared accountability for Save the Children’s international development and emergency programming in the region of approximately $180 million through an organisation of over 2,400 people.  To achieve our ambitious goals and breakthroughs for children, the leadership team will, in collaboration with Save the Children Members and in conjunction with the other regional organisations, aim to drive growth to $2.7 billion by 2018.  The Country Director will lead the transformation of both countries to a new operating model, whilst also delivering Save the Children’s strategy through:  • Delivering quality programmes, including advocacy, for children; and  • Serving Members and their donors | |
| **SCOPE OF ROLE:**  **Reports to:** Regional Director West & Central Africa  **Dimensions:** Save the Children has been actively working in Niger since the food crisis of 2005. Our programs cover four distinct regions of the country (Maradi, Zinder, Diffa and urban Niamey) and span a diversity of sectors including nutrition, health, food security and livelihoods, WASH, education and child protection. With a full-spectrum approach to programming, we engage in both long-term development projects and emergency interventions, building the resilience and improving the lives of girls and boys throughout the country. The Niger country program employs nearly 404 staff and has an annual operating budget of 35 million USD. We work directly with families and communities; foster the participation of children, and partner with local organizations, UN bodies, International NGOs and the Nigerien government to deliver results.  **Number of direct reports:** Country Senior Management Team (SMT) | |
| **KEY AREAS OF ACCOUNTABILITY:**  **Strategic Leadership**   * Provide vision and direction for the Niger country programme * Effectively lead a high performing SMT to deliver against strategy and to model behaviours and values expected of staff * Take responsibility for the leadership and management of staff and programme in Niger * Ensure ongoing, current analysis of the national socio-economic, security and political situation in country * Develop the Country Strategy and ensure ongoing review progress against key country and organisational level objectives, indicators and targets * Ensuring that the focus of the organisation remains on the rights and needs of children * Contribute to regional and global knowledge and learning   **Human Resource Management**   * Ensure that Save the Children attracts and retains high calibre staff * Pro-actively develop and coach staff to optimise their potential in pursuit of Save the Children’s objectives * Ensure effective implementation of HR policies and procedures at country level, in line with HR policies, procedures and guidelines and local labour law * Ensure consistent implementation of strong performance management systems throughout the country team * Foster a collegial, supportive and respectful culture within the Niger team   **Programme Development and Management**   * Ensure programme interventions are in line with technical best practice and emerging national policies as well as with country and strategic objectives, strategies, policies and approaches. * Ensure that effective monitoring and evaluation systems are implemented in line with policies, systems and guidelines. * Ensure that programme learning is effectively captured and communicated * Preparing for and implementing rapid and effective responses to major emergencies affecting children, including building relationships with key humanitarian and development decision-makers and partners in-country   **Financial and Admin Management**   * Ensure effective financial budgeting and management systems, processes and controls are in place and are fully compliant with operating standards and local legal requirements * Ensure effective Save the Children and donor compliant procurement and asset management systems, processes and controls are in place * Ensure that partner organisations are assessed in relation to financial management and governance standards and are supported to address capacity weaknesses   **Audit and Corporate Governance compliance**   * Ensure compliance with all host government requirements in relation to registration, taxation, labour law, auditing, fraud etc. * Ensure that internal and external audits are undertaken in a timely and efficient manner in line with policy and back donor and host government requirements * Ensure follow-up on recommendations arising out of audits of operations and take appropriate actions where necessary   **Institutional Funding**   * Ensure full compliance with Member and donor requirements in relation to awards secured for the country programme * Network actively and play a lead role in management level dialogue with members, donors and other INGOs on accessing and managing awards   **Security Management**   * Develop, establish and manage Niger programme security plans and procedures in line with policies, systems and guidelines * Maintain, document and communicate up to date analyses of the changing security context * Ensure all staff adhere to security guidelines   **Representation, Communications and Advocacy:**   * Develop and maintain good relations with Members and their donors * Represent Save the Children’s interests in Niger including Government Institutions, UN agencies, EU and donor delegations, international & local NGOs * Ensure the timely provision of internal and external communications material as required   **Other**   * Any other duties as assigned by the Regional Director | |
| **BEHAVIOURS (Values in Practice**)  **Accountability:**   * holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values * holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.   **Ambition:**   * sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same * widely shares their personal vision for Save the Children, engages and motivates others * future orientated, thinks strategically and on a global scale.   **Collaboration:**   * builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters * values diversity, sees it as a source of competitive strength * approachable, good listener, easy to talk to.   **Creativity:**   * develops and encourages new and innovative solutions * willing to take disciplined risks.   **Integrity:**   * honest, encourages openness and transparency; demonstrates highest levels of integrity | |
| **QUALIFICATIONS AND EXPERIENCE**  **Essential:**   * Master degree level qualification or equivalent length of experience in the sector * Substantial experience of building, leading and developing a diverse team of senior staff to deliver on both development and humanitarian programs * Experience working with large, complex donors to secure and/or manage new large-scale and/or competitive funding * Experience of managing a humanitarian crisis situation requiring quick changes to priorities and rapid action to respond * Excellent understanding and experience of risk, programme, financial and operational management processes * Experience of successfully leading change in an organisation * Experience of building effective personal networks at a senior level * Experience of managing security in a complex and rapidly changing environment * Experience of solving complex issues * Good understanding of key trends in international and humanitarian development * Commitment to Save the Children values * Fluency in French/English   **Desirable:**   * Experience of Niger with sound knowledge of the country context and key government and civil society stakeholders * Fluency in local language | |
| **Date of issue: 03/01/17 Author: WCA RD** | |