



Save the Children
UK

Save the Children UK has been operational in Ethiopia since 1973 and the organisation has developed into one of the largest NGOs in the country. Currently **Save the Children UK** operates a Programme that straddles relief to development with a wide range of programming encompassing three thematic areas of work: Health and HIV AIDS, education and Hunger Reduction. The Programme works to ensure quality programming on the ground forms the basis upon which to advocate for greater changes in policy and practice by key duty-bearers at regional, national and global levels. In order to achieve this Programme it is therefore organized into different departments. All of **Save the Children UK** Programme activities and many advocacy initiatives take place in **Save the Children UK's** three operational areas of Amhara, Somali and Afar National Regional States.

Save the Children UK Ethiopia currently manages more than 350 nationally appointed and UK appointed staff and substantial amount of financial and material resources. **Save the Children UK** Ethiopia programme is financed from both its unrestricted money and from grants of different donors who have their own requirements. The size of the programme and the amount of human, financial and material resources put into it as well as the requirements of different donors requires substantial amount of quality and efficient human resource.

Internal/External Vacancy Announcement No. 464

21 June 2010

Job Title	CCM Senior Project Manager
No of positions	One
Duty Station	Dessie
Job Grade	I
Salary	Birr 11,356
Length of Contract	Two years with possibility of extension

Job Purpose

To lead and manage the overall implementation of Community Case Management of Childhood Illness project in South Wollo and Oromia zone of Amhara Region. The post holder will be responsible for management and successful implementation of project activities based on the project budget and its results framework. He/she will strengthen partnerships with the regional and zonal health departments. The post holder will also make sure project progress is monitored closely and reported to his/her line manager and the health team in Addis Ababa in a timely manner.

Key accountabilities

- To manage the project team, provide clear direction, support, motivation and opportunities for staff development, and to contribute directly to the operational work of the team and develop and manage budgets.
- To ensure accountability of project work together with stakeholders through use of pre-planned monitoring systems and clear, consistent communication and information sharing including the timely production of detailed work plans and reports
- To ensure the quality of the project by supervising and developing the skills of staff and building the capacity of government partners to ensure good planning and the smooth implementation of project activities.
- To manage the budget of the project
- To identify good programme experience that has the potential to influence policy and practice for children elsewhere in Ethiopia and share with the health team in Addis Ababa to develop strategies to enable this.
- To produce high quality internal and external reports and updates regularly and submit in a timely manner
- To work with other stakeholders especially other NGOs implementing CCM project through organizing joint review meeting, exchange visit share both technical and financial resources in the interests of greater efficiency and effectiveness.

- To represent SC UK externally at the zonal and regional level, actively networking to promote SC perspectives and building relationships that facilitate operations and bring into the organisation new insights on issues affecting children.
- To comply with the requirements of Save the Children's child safeguarding and other policies.
- To prepare case studies to document the impact of the project and to support EVERYONE campaign

Working contacts

Internal:

Staff within the health project and health staff in other offices, health technical advisors and the head of health team or experts from Addis Ababa office and/or head office, the management team of Ethiopia Programme including area operation manager, operation director and other support staff.

External:

Governmental (the regional and zonal health bureau, health centre and administrative partners) and community partners, children, young people, parents, other community members, other NGOs, donors, and academic institutions

Person specification

- A professional qualification at graduate level (Master's degree in Public Health)
- A minimum of six years health project management work experience,
- Experience and familiarity with the Ethiopian health extension programs
- Experience of managing projects on health, child health, health system strengthening in preferably in NGO
- Demonstrated human and financial resource management experience including leadership, mentoring and supervision skills.
- Strong knowledge and experience of the project management cycle and new born-child health
- Willing and be able to travel extensively and regularly
- Fluent in English and Amharic both spoken and written with good report writing skills
- A commitment to support for cross-organisational initiatives and to team working and understanding of how to contribute to this.
- Ability to operate within a predominantly administratively self-servicing environment.
- Some technical knowledge of health sector in Ethiopia and globally, especially of community case management

Interested applicants who meet the above minimum requirements are invited to send their applications, C.V. and non-returnable photocopies of their credentials to the HR Dept., **Save the Children UK** P.O. Box 7165 Addis Ababa or other **Save the Children UK** offices. They may alternatively use the ethiojobs website to apply for this post. All applications should be received within **14** days of this advertisement. **Only short listed applicants will be contacted.**

Our policy highly encourages and favors **female** applicants to apply and be considered. Since we are committed to the welfare of children it is essential that anyone connected to **Save the Children UK** who suspects or knows of child abuse commits himself or herself to raise their concerns in line with the processes and policy in the Child Protection Policy (CPP). **Save the Children UK** has a zero tolerance policy towards any abusive behaviour amongst its staff, and incidents will be dealt with through the appropriate legal mechanisms and / or through **Save the Children UK's** internal disciplinary measures. For **Save the Children UK** employees, reporting is mandatory – verifiable instances of failure to report will also be dealt with through appropriate disciplinary measures.

Save the Children UK in Africa promotes equality of opportunity and strives for a representative workforce. We strongly encourage people from all social, economic, ethnic, religious and racial backgrounds and we actively encourage women and people with disabilities to apply for positions. **Save the Children UK** values diversity.