

Job Description

Position:	Country delegate
Location:	Addis Abeba, Ethiopia
Line Manager:	East and Central Africa Regional Representative
Technical reporting:	Project/programme related technical reporting to Programme Officers

The Finnish Red Cross is part of the Red Cross Red Crescent (RCRC) Movement, the world's largest humanitarian network with millions of volunteers and staff operating in 190 countries. Our mission is to alleviate human suffering, protect life and health, and uphold human dignity especially during armed conflicts and other emergencies. To achieve this, we follow the seven humanitarian principles; Humanity, Impartiality, Neutrality, Independence, Voluntary service, Unity and Universality.

Purpose:

Main purpose of the Country Delegate position is to provide support and ensure overall oversight of the Finnish Red Cross (FRC) supported projects, programmes and operations in Ethiopia. Focus of the delegate's work is on providing project management support to the Ethiopian Red Cross Society (ERCS) in the new ERCS-FRC development cooperation project "Towards Resilient Communities in Afar, 2020-2024". The Country Delegate will also provide support to the ERCS National Society Development (NSD) plan which forms part of FRC support to ERCS.

Through regular technical guidance, monitoring, reporting, facilitation and capacity development; the Country Delegate will ensure efficient, effective and quality implementation of the Afar project and other possible cooperation initiatives. The Country Delegate will play a key role in ensuring the effective application of Results Based Management (RBM) mechanisms and tools in the project and supports ERCS to mainstream FRC's and backdonors priority cross-cutting themes: community engagement and accountability, gender and diversity, social and disability inclusion and climate resilience to the cooperation. In this task, the delegate will receive support from respective technical advisers and focal points within FRC. To ensure proper budget monitoring and financial reporting, the Country Delegate will closely liaise with the FRC Regional Finance and Administration Delegate (RFAD).

The Country Delegate has a key resource mobilization role for FRC in Ethiopia, in both identifying new donors, funding initiatives as well as in supporting proposal writing for different funding calls. The Delegate promotes and participates in the Red Cross Red Crescent (RCRC) Movement coordination within the scope of FRC-ERCS in-country project/programme cooperation and seeks to form value adding partnerships with external organisations and agencies as advised by the Regional Representative. S/he is expected to develop an excellent working relationship with the Ethiopia Red Cross and with other RCRC Movement partners present in the country. Upon request s/he provides support to FRC's disaster management activities in Ethiopia. In addition, the delegate represents FRC in media and produces media materials to the FRC communication unit when needed.

The Delegate follows closely the humanitarian and security situation in Ethiopia and complies at all times with the existing security rules.

Duties and responsibilities:

1. Representation

- Represent Finnish Red Cross on issues related to its cooperation on projects/programmes with ERCS, in coordination with programme/project delegates and the Regional Representative.
- Build and foster good relations with the ERCS, the RC/RC Movement and other national and international organizations in the country.
- Promote FRC partnership approach in the country and participate in partnership development when appointed by the line manager and FRC HQ. Contribute to the FRC learning through the partnerships.
- Contribute to the development and implementation of FRC regional strategy for East and Central Africa.

2. National Society Development

- Contribute to planning and development of National Society Development (NSD) initiatives with the partners as per FRC strategy in the region.
- Promote knowledge and best practice sharing between National Societies and contribute to wider programme learning within the FRC.

3. Programme Support

- Plan, monitor, and review regularly the implementation of FRC supported projects/programmes (especially Resilient Communities project in Afar) in Ethiopia.
- Ensure integration of cross-cutting priorities (community engagement and accountability, gender and diversity, social and disability inclusion and climate resilience) to the projects/programmes supported by FRC and the incorporation of relevant Red Cross policies, strategies and minimum standards to them.
- Ensure application of result-based management mechanisms and tools in FRC supported projects/programmes and other initiatives (baselines – endlines, regular collection of key indicators, setting up community feedback mechanisms and monitoring systems).
- Support ERCS and the respective project staff to improve their capacities and competencies in PMER, accountability, learning and quality control. Ensure the reporting meets FRC and backdonor requirements.
- Conduct regular field support and monitoring visits, coordinated with the national society to the implementation locations.
- Identify new funding possibilities for ERCS and FRC and prepare funding proposals, plans and budgets.
- Follow the humanitarian situation closely and ensure situational awareness of FRC in Ethiopia and in the neighboring countries.
- Based on humanitarian situation, participate and support emergency operations in Ethiopia as requested by the line manager(s). Also keep FRC HQ and Regional Office informed on any possible internal emergency situations in Ethiopia.
- Identify areas of capacity development and facilitate the process on the job through supporting the Ethiopian Red Cross Society and its Regional Branch Office to build their technical capacities.
- Build and foster good relations and promote learning and sharing with the Ethiopian Red Cross Society (ERCS), other Movement partners and other relevant national and international organisations in the country and in the region, especially with project staff and programme managers
- Assist in any other task specified by the line manager

4. Reporting and Communication

- Ensure that knowledge on the results achieved, lessons learnt and good practices from the FRC supported projects and operations in Ethiopia are compiled and used further to improve future planning, programming and implementation of other FRC bilateral projects, and that they are shared within the FRC for wider dissemination.
- Ensure that the bilateral project reporting meets quality reporting and provide technical support to the bilateral programme partners in their quarterly and annual planning, learning and reporting.
- Jointly with other members of the FRC's East Africa regional team play a key role in the development and implementation of FRC East Africa strategy and annual/quarterly work plans and reports.
- Support the budget, financial plans, financial follow-up of the FRC bilateral project together with the Regional Finance and Administration Delegate.
- Report on a regular basis to line manager as per instructions and as part of the overall regional reporting.
- Contribute to FRC communications and fundraising objectives by acting as information source and media focal point for in Ethiopia

5. Other duties and responsibilities

- Perform any other work-related duties and responsibilities that may be assigned by the line manager.

Expected results:

The successful implementation of the main tasks, which will be appraised yearly with the Line Manager.

Target Profile

1. Education

- Required: University level degree in relevant field e.g. social sciences, development studies or other relevant background

2. Experience

- Minimum 5 years of professional experience of working in development cooperation and/or humanitarian aid especially preferably in Africa
- Minimum 3 years of professional experience in programme management
- Previous working experience with the Red Cross and Red Crescent Movement partners preferred
- Previous working experience of community based WASH programming is an asset
- Experience in organizational development, working at the community level and/or in volunteer management required.
- Experience in working with donors such as Ministry for Foreign Affairs of Finland, EU/ECHO and/or foundations required.

3. Skills and knowledge

- Good understanding of key issues in development and poverty and complex socio-economic vulnerabilities and impact of disasters
- Ability to build up relations of trust and confidentiality with National Society's technical counterparts
- Excellent skills in facilitation, training and staff capacity development
- Excellent skills in producing technical and analytical reports and text in general
- Experience in programme planning, monitoring, evaluation and reporting
- Knowledge and proven track record in applying the principles of results-based management in practice
- Excellent interpersonal and communication skills
- Cultural sensitivity
- Ability to work as a distance team member with good stress management skills.

- Skills in training and developing staff
- Self-supporting in computers

4. Languages

- Fluent written and spoken English.

5. Competencies

- National Society relations/Interaction with counterparts
- Teamwork and communication
- Project management skills
- Reporting and writing skills
- Training and guiding local staff
- Leadership
- Managerial effectiveness
- Results focused and accountability
- Communication and collaboration
- Building trust
- Integrity
- Diversity and cultural sensitivity

What we offer you:

You will be a part of the world's largest humanitarian organization and multicultural professional team, reaching the most vulnerable people in their local community. We offer you a compensation package according to Finnish Red Cross terms of employment for international delegates. Compensation package includes salary based on your job description, accommodation, insurance package, travel and per diems. You will benefit from a comprehensive training package and receive briefings and coaching prior as well as during and after your mission. Medical check-ups and psychosocial support are included in your assignment.