

Project Manager - Norad Project

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Company: Thomson Reuters

Location: Nairobi

Category: business-and-financial-operations

Project Manager - Thomson Reuters Foundation (TRF)

Do you want to work with Civil society Organisations, businesses, reporters and legal teams to drive systemic change?

Join a team that has unique expertise combining the power of journalism and the law to advance media freedom, foster more inclusive economies, and promote human rights. For more than 35 years, we have promoted the highest standards in journalism by training reporters around the world to cover issues relevant to their local context, accurately and impartially. Today, we work to strengthen local and national journalism, improve media ethics, standards and regulation, combat misinformation, and explore and shape the future of the profession. We do this through newsroom consultancy, journalism training and mentoring, capacity building, and via our funding of the Reuters Institute for the Study of Journalism at the University of Oxford. We provide support to journalists and independent media outlets to produce and distribute high quality journalism in some of the world's most challenging environments.

We are seeking a committed and seasoned **Project Manager** to join our TRF Programmes Team based in Kenya to build on the ambitious NORAD funded Wealth of Nations programme that has been going for over 10 years. The latest phase of the project: aims to improve the quality and quantity of news coverage in Africa on IFF's, working with reputable CSO's in Ghana, Rwanda, Tanzania, Mozambique and Kenya. This role will provide you with a fantastic opportunity to learn more about IFF's and the unique work of the Foundation. The right candidate will be motivated to cultivate meaningful partnerships/ relationships to

jointly develop and deliver high quality training to journalists and newsrooms in Africa. If you are someone who enjoys collaboration and learning this role has plenty to offer with a dedicated team of technical experts in TrustLaw, Inclusive Economies and Media Freedom. The programme has recently been externally evaluated so this is an exciting time to introduce key learnings while onboarding our new partners. As Project Manager you will line manage and mentor a team of two Project Coordinators. Excellent organizational and communication skills will be an asset in this hands on Project Management role. You will need a consultative decision making approach and uphold strong standards for financial compliance and stakeholder management.

About the Role

As a **Project Manager** at Thomson Reuters Foundation, you will

Plan and manage the project, ensuring it adheres to scope, timeline, and budget, within the organization's project management framework.

Provide monthly, quarterly and annual project updates including financial, narrative, and impact reports to key stakeholders.

Monitor the quality and effectiveness of project activities, working closely with the Monitoring and Evaluation team to ensure that we document and capture the projects impact and learning and promote knowledge sharing in the programme.

Manage the project budget, coordinating with Project Coordinators, partners, and the finance team to ensure payments are made in line with budget and according to contractual timelines.

Ensure project documentation is maintained to support the annual project audit.

Work closely with the Global Development Team and the Regional Programme Manager for Africa to identify strategic networking and business development opportunities.

Represent TRF in relevant networks, forums, and project consortia to enhance the project's external profile.

Support the Business Development team in identifying funding opportunities through proposal development, activity design, and budget planning.

Develop and implement an effective management and communication plan, including regular

reporting and accurate updates with internal and external stakeholders.

Successfully manage a range of external consultants working across a number of project deliverables.

About You:

As a **Project Manager** at Thomson Reuters Foundation, you will likely have:

Experience working with international donors and ability to write qualitative impact and progress reports.

Proven track record in successfully managing multi-country, multi-partner projects in the international development context (7+ years).

Exceptional program management skills, including monitoring and evaluation and promotion of learning among implementing partners

Ability to manage a large budget with multiple teams responsible for delivering activities

Experience in remote program management, program start-up, mobilization, and closure.

Resilience and ability to thrive in high-pressure environments with the capacity to find solutions when challenges arise.

Excellent interpersonal skills to build positive working relationships with diverse stakeholders.

Excellent written and verbal communication skills; fluency in English and Kiswahili.

Desired Skills:

Experience in journalism/media, international relations, international development, politics, or a relevant field.

Knowledge of other languages, such as French and Portuguese, is advantageous.

Experience in the development of successful funding proposals.

Should have a strong interest in IFF's in Africa and the media in one or more of the countries we are programming.

What's in it For You?

You will join our inclusive culture of world-class talent, where we are committed to your

personal and professional growth through:

Hybrid Work ModelWe've adopted a flexible hybrid working environment (2-3 days a week in the office depending on the role) for our office-based roles while delivering a seamless experience that is digitally and physically connected

Wellbeing:Comprehensive benefit plans; flexible and supportive benefits for work-life balance: flexible vacation, two company-wide Mental Health Days Off; work from another location for up to a total of 8 weeks in a year, 4 of those weeks can be out of the country and the remaining in the country, Headspace app subscription; retirement, savings, tuition reimbursement, and employee incentive programs; resources for mental, physical, and financial wellbeing.

Culture: Globally recognized and award-winning reputation for equality, diversity and inclusion, flexibility, work-life balance, and more.

Learning & Development:LinkedIn Learning access; internal Talent Marketplace with opportunities to work on projects cross-company; Ten Thousand Coffees Thomson Reuters café networking.

Social Impact: Ten employee-driven Business Resource Groups; two paid volunteer days annually; Environmental, Social and Governance (ESG) initiatives for local and global impact.

Purpose Driven Work: We have a superpower that we've never talked about with as much pride as we should – we are one of the only companies on the planet that helps its customers pursue justice, truth and transparency. Together, with the professionals and institutions we serve, we help uphold the rule of law, turn the wheels of commerce, catch bad actors, report the facts, and provide trusted, unbiased information to people all over the world.

Application Deadline:5th April 2024

#LI-FP1

Do you want to be part of a team helping re-invent the way knowledge professionals work? How about a team that works every day to create a more transparent, just and inclusive future? At Thomson Reuters, we've been doing just that for almost 160 years. Our industry-leading

products and services include highly specialized information-enabled software and tools for legal, tax, accounting and compliance professionals combined with the world's most global news services – Reuters. We help these professionals do their jobs better, creating more time for them to focus on the things that matter most: advising, advocating, negotiating, governing and informing.

We are powered by the talents of 26,000 employees across more than 70 countries, where everyone has a chance to contribute and grow professionally in flexible work environments that celebrate diversity and inclusion. At a time when objectivity, accuracy, fairness and transparency are under attack, we consider it our duty to pursue them. Sound exciting?

Join us and help shape the industries that move society forward.

Accessibility

As a global business, we rely on diversity of culture and thought to deliver on our goals. To ensure we can do that, we seek talented, qualified employees in all our operations around the world regardless of race, color, sex/gender, including pregnancy, gender identity and expression, national origin, religion, sexual orientation, disability, age, marital status, citizen status, veteran status, or any other protected classification under applicable law. Thomson Reuters is proud to be an Equal Employment Opportunity/Affirmative Action Employer providing a drug-free workplace.

We also make reasonable accommodations for qualified individuals with disabilities and for sincerely held religious beliefs in accordance with applicable law.

More information about Thomson Reuters can be found on .

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