

Transition Manager (YALI) at FHI360 NGO

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Company: JobWebKenya

Location: Kenya

Category: other-general

Job Description

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FHI (formerly Family Health International) is a nonprofit human development organization based in North Carolina. FHI serves more than 70 countries and all U.S. states and territories

Job Summary:

FHI seeks qualified candidates to serve as Transition Manager for an anticipated USAID project supporting the next-generation expression of the Regional Leadership Centers (RLCs) component of the Young African Leadership Initiative (YALI), the United States' premier investment in young African leaders. As the on-continent component of the YALI program, in USAID launched four YALI RLCs at higher education institutions in Ghana, Kenya, Senegal, and South Africa. The RLCs have provided access to leadership and skills training to 22, young leaders aged 18–35 from 49 sub-Saharan countries in three tracks: business and entrepreneurship, public management, and civic leadership. YALI Legacy and Localization (YALI L&L) will build on the RLC foundation to create an expanded pan-African youth development model that will harmonize training curricula, serve underrepresented/underserved youth, build alumni network capacity and professional development opportunities, and develop new program-related partnerships with the private sector and other collaborators and donors.

This position is contingent on donor funding.

Reporting to the Chief of Party, the Transition Manager will provide technical leadership to activities under Intermediate Result (IR) 1 – Strengthened and Harmonized YALI Africa.

The Transition Manager will lead a team providing technical, operational and materials assistance to build YALI Africa's capacity as an organization to lead YALI effectively, efficiently and in partnership with the existing and any future YALI RLCs. The Transition Manager will equip YALI Africa with the skills and resources to fulfill the vision of a unified, African-led organization equipped with the skills and resources to coordinate, improve, and expand activities such as recruitment, curriculum, and alumni management. Under IR1, YALI L&L will cultivate partnerships with the private sector, foundations, host governments, universities, and YALI alumni to diversify and sustain YALI funding, and will strengthen the capacity of YALI Africa and other local partners to receive direct USAID funding.

The Transition Manager will develop and complete workplans, share technical expertise and guidance related to capacity strengthening and partnership activities, manage consultants, ensure technical excellence in interventions delivered, and track capacity strengthening achievements across the program. The TM will also play a critical role in knowledge management and be responsible for finding opportunities for knowledge sharing on capacity development interventions across the program, draft and support staff to implement guidance related to capacity strengthening activities and contribute substantially to deliverables and knowledge products.

Accountabilities

Technical Requirements:

Provide technical leadership to activities related to capacity strengthening, harmonization of services, and partnerships.

Liaise and coordinate with key collaborators, including YALI Africa, RLCs, alumni chapters, and other key counterparts including host institutions, government officials, private sector, and civil society organizations.

Mentor junior technical staff in tracking, analysis, and synthesis of capacity results to advance learning both within the program and externally.

Perform other duties as assigned.

Project Design and Implementation

Coordinate closely with the technical staff at the project office in Kenya and with YALI RLC staff in Kenya, Ghana, Senegal, and South Africa to ensure that IR1 activities are in line with

program objectives and goals, and workplan deliverables, and needs identified by key YALI collaborators and counterparts.

Provide technical leadership in design, development, planning, implementation; and capacity strengthening of specific technical components of the project.

Provide technical input into the project plan, budgeting, program reporting, and other deliverables related to IR1 activities within the given resource and financial constraints

Maintain a constructive dialogue and technical exchange with field counterparts and technical staff members of implementing partners

Manage the IR1 team within the program (consultants and staff),

Serve as an internal technical resource on relevant issues or facilitates connections between staff members and divisions as and where needed.

Operations Management

Raise challenges or issues to project leadership, as needed.

Project/Program Reporting:

Support the tracking of technical assistance and refinement of IR1 activities.

Support documentation and collation of lessons learned, standard processes, and success stories from IR1.

Review and strengthen regular programmatic reporting on IR1 activities.

Help in the development and review of work plans related to IR1 activities.

Ensure collaboration with the Monitoring, Evaluation and Learning team on tracking of indicators and other MEL activities related to IR1.

Quality Assurance

Ensure technical deliverables related to capacity strengthening from assigned countries are of high quality and meet client / funder contractual obligations

Requirements

Applied Knowledge & Skills:

Ensure appropriate and timely technical support for activities.

Strong knowledge and skills on local partner capacity strengthening and training methodologies, specifically supporting local organizations to receive direct USAID funding.

Strong knowledge and skills on youth leadership development through training, networking, and related activities.

Strong knowledge and skills on cultivating partnerships with diverse collaborators such as foundations, private sector employers, government officials, and civil society organizations.

Strong knowledge and skills on gender equity and social inclusion.

Solid knowledge of standards for capacity strengthening, operational processes and procedures, work, and task flow.

Has the ability to lead projects, set realistic priorities, and plan for the successful implementation of activities.

Knowledge of business development processes, specifically proposal development, within an international NGO context.

Proficient writing and verbal communication skills.

Ability to lead their own work to job to meet performance standards.

Must be able to read, write and speak fluent English.

Supervision Given/Received

May supervise other staff members.

Self-motivated, proactive orientation to setting and achieving priorities and meeting deadlines.

Works under general guidelines for completion and accuracy as determined by the supervisor.

Education

Master's Degree or its International Equivalent in a relevant field such as Business, Public

Policy, Organizational Development, or Education, or a BA with commensurate work experience.

Experience

8+ years of proven experience in technical implementation of complex, multifaceted projects and/or programs, including management experience and experience with donor-funded projects.

Documented experience providing technical assistance and business development related to capacity strengthening and/or youth leadership.

Prior work experience in a non-governmental organization (NGO), government agency, or private organization.

Advanced French language skills preferred.

Typical Physical Demands

Typical office environment.

Ability to spend long hours looking at a computer screen and doing repetitive work on a keyboard.

Ability to sit and stand for extended periods of time.

Technology to be Used

Personal Computer/Laptop, Microsoft applications (i.e., Office , SharePoint, Skype/Zoom/Teams), cell phone/mobile technology, and standard office equipment.

Travel

Periodic international travel required to YALI RLC countries (Ghana, Senegal, and South Africa).

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