

LINK COMMUNITY DEVELOPMENT INTERNATIONAL



Job Title	Interim Programme Director
Salary Scale	£39,946-£48,555
Hours	Flexible (may be full-time or part-time)
Accountable to	Chief Executive Officer
Location	Central Edinburgh, Scotland
Tenure	3-6 month initial contract with possibility of renewal

ABOUT LINK COMMUNITY DEVELOPMENT

Link Community Development is a family of not for profit organisations working together to transform education for children and communities across impoverished rural areas of Ethiopia, Ghana, Malawi, Rwanda and Uganda. Since our foundation in 1995 we have worked in 3,000 schools and improved the lives of over two million children through unique and effective school improvement models. We guide governments and educators to adopt low-cost solutions to improve learning and support for children, with a focus on literacy, numeracy and inclusion for the most marginalised children. Through a partnership delivery model which embeds piloting and learning within local systems, we influence changes to policy, practice and accountability on a national scale, and our interventions are regularly adapted and replicated by governments and NGOs in new countries and contexts. Link Community Development International (Link), based in Edinburgh, Scotland supports all project, M&E, fundraising, finance and governance activities in our five sub-Saharan partner countries.

JOB PURPOSE

The Interim Project Director will ensure the continued delivery of Link's flagship Girls' Education Challenge STAGES project in Ethiopia. Reporting to the Link CEO the post-holder will liaise closely with the Senior Programme Manager based in Ethiopia and the Link programme team in Edinburgh to ensure all project activities are delivered on time, on budget and to the highest standard. Travel to Ethiopia is required.

ABOUT THE PROJECT

Supporting Transition of Adolescent Girls through Enhanced Systems ('STAGES') is an ambitious eight year programme which aims to improve girls' learning and transition in 123 rural elementary schools and up to 16 secondary schools - 12 existing schools and 4 new 'deep rural' schools. Over eight years, working in all schools in four marginalised, densely populated districts of Wolaita, Ethiopia STAGES will:

- Reach 63,571 disadvantaged girls and support their transition to general secondary
- Support older girls' transition from general secondary to preparatory school, (Technical Vocational Education Training TVET), College of Teachers' Education CTE) or work
- Include activities to embed support for girls' education at regional level and develop sustainable models owned by the education system which can be maintained and replicated by zonal authorities in 12 additional districts and other regional authorities
- Engage multiple stakeholders and build on best practice to tackle the complex and intersecting causes that prevent girls performing and completing school
- Critically, intervene in several key areas: lack of accurate data about girls' performance; capacities to plan for and monitor girls' education at all levels; access to safe, local secondary school places; quality of teaching and tutorial/ extracurricular support; socio-cultural beliefs and attitudes of community members, teachers and school managers; sanitation facilities; self-esteem and financial barriers to secondary education
- Support the changing of entrenched attitudes and behaviour over this eight-year period

STAGES will build on Link's successful and innovative DFID Girls' Education Challenge (GEC) interventions, working with existing GEC girls, streamlining interventions with the greatest impact and introducing new and adapted innovative interventions targeting secondary school learners as well as boys and men as 'agents of change'.

INDICATIVE AREAS OF KEY RESPONSIBILITIES

- Work closely with the senior project manager to lead the programme technical and administration team and subcontractors in the implementation of a large, complex education development project
 - Co-ordinate stakeholders to ensure that all work plan activities are delivered on time and on budget and to the required quality
 - Liaise with external MEL providers on contract management issues
 - Act as key liaison with the fund manager and other donors on management, technical and strategic aspects of projects
 - Lead the preparation of all internal and external project progress reports
 - Provide briefings to the fund manager, other donors and LCDI SMT as requested.
 - Coordinate fund manager monitoring visits
 - Coordinate and provide high level support to procurement and recruitment activities for STAGES
 - Prepare and oversee delivery of detailed operational plan including budget for implementation of programme activities based on approved project budget and work plan
 - Preparing management reports for submission to the LCDE Advisory Committee and attend meetings (held in Addis)
 - Attend and represent Link at high-level engagement zone, federal and regional dissemination events
 - Chairing of high-level event meetings such as project launch, module validation etc.
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PERSON SPECIFICATION

EXPERIENCE AND QUALIFICATIONS

Essential

- Strong knowledge and understanding of education and community engagement in Africa (particularly Ethiopia)
- Strong budgeting and financial management experience
- Proven track record of coordinating complex projects
- Experience working on large, multi-partner projects
- Experience working in a multicultural environment

Desirable

- A postgraduate degree in a relevant field (International Development, education, research skills)
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SKILLS AND ATTRIBUTES

Essential

- Ability to self-manage a demanding workload
 - Ability to think and plan strategically
 - Excellent interpersonal skills
 - Demonstrable ability to complete work to a high standard
 - Excellent written and spoken English
 - The ability to communicate complex information for a range of audiences, both in written reports and through presentations
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APPLICATION NOTES

- Please send a cover letter, CV and equal opportunities monitoring form to Fiona Greig at fiona@lcd.org.uk with the subject line "Interim Programme Director Application"
 - Your cover letter should detail how you meet the required criteria
 - It should also include your available start date and salary expectations
 - The Equal Opportunities form is available here: <http://www.lcdinternational.org/jobs-volunteering>
 - The closing date for applications is **5pm on the 15th of January 2018**
 - Only shortlisted candidates will be contacted
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