



## PROJECTS MANAGER FOR IRC UGANDA

### JOB DESCRIPTION

#### BACKGROUND

IRC is an independent international non-profit organisation in the field of water supply, sanitation, hygiene (WASH) and integrated water resources management (IWRM). With 49 years of experience, IRC runs large-scale programmes in six focus countries in Africa, Asia and Latin America; and projects in more than 25 countries supported by a team of around 70 staff across the world. IRC is headquartered in The Netherlands.

**Job Summary:** The Projects Manager will take a leading role in the strategic development of the country programme, ensuring an integrated programme approach that adheres to IRC's standards and policies. The Projects Manager will take specific responsibility for leading, coordinating, managing and reporting on the design, development and implementation of IRC Uganda's projects in accordance with IRC Uganda's Strategy relevant MoUs with Government of Uganda and funding partners.

#### Key Duties and Responsibilities:

- Formulate, organize and monitor inter-connected projects
- Decide on suitable strategies and objectives
- Coordinate cross-project activities
- Develop and control deadlines, budgets and activities
- Coordinate the development and implementation IRC Uganda's new country programme strategy for the next five years
- Steer the development of new and innovative IRC Uganda projects through appropriate Project Concept Notes, Proposals and associated budgets, ensuring adherence to IRC's programme cycle management procedures
- Work in close collaboration with the Country Director and Finance and Operations Manager to ensure effective compliance with funding agreements and project budgets
- Support the Communications and Knowledge Management Advisor to develop relevant WASH information products from the projects work
- Provide technical support in Projects Management to the IRC Uganda team

#### Education

- Master's Degree in Project Planning and Management, Development Studies, Public Health or other related disciplines
- Additional training in local governance, project management, gender and development

#### Work Experience:

- The applicant must hold a Masters level qualification in Project Planning and Management, Development Studies, Public Health, WASH, or other related discipline.

- At least 10 years professional working experience in a similar function with at least 5 years managing water, sanitation and hygiene sector projects
- Prior experience in senior programme management, including experience in planning, developing coordinating and evaluating programmes
- Experience with an international multi-disciplinary team
- Significant experience of programme design and successful funding proposal development.
- Proven management and communication skills including the ability to motivate, support and mentor staff and to pass on this competency to staff
- Substantive demonstrable experience in support to all phases of the monitoring and evaluation process
- Previous exposure and competence in networking and effective relationship building with peers, donors and government. High level of diplomacy and tact
- Previous exposure and experience in approaches to supporting community participation and accountability with programme design and implementation.

**Skills:**

- Advanced and proven ability in written and spoken English
- Skills in Digital Data Gathering, statistics and statistical analysis software packages
- Previous exposure and experience with gender and equality mainstreaming
- Cross-cultural awareness and sensitivity
- Strong Research, Evaluation and Analytical Skills
- Proficiency in Quantitative and Qualitative data management
- Good planning and management skills