



THE
LUTHERAN
WORLD
FEDERATION

Department
for World Service

member of **actalliance**

VACANCY ANNOUNCEMENT

Position: Area Manager

Duty Station: Kakuma

The Area Manager will be based in **Kakuma Refugee Camp** and will be the employer's representative of the Area Program. He/she will provide effective leadership and management of the Area Program to ensure that expected results are achieved. He/She will be a member of the Program Management Team (PMT) and the Joint Management Team (JMT).

The Area Manager reports to the Program Manager in Nairobi and will supervise senior program staff and support staff.

Key Responsibilities

- Provide and contribute to the strategic direction, leadership and overall technical and management support to the program
- Proactively grow the program through development of concept notes and proposals to existing and new donors
- Identify, monitor and report unmet needs with the aim of exploring the potential of LWF addressing those needs within the context
- Ensure alignment and coherence with relevant LWF strategies at national and global level
- Ensure projects and activities meet humanitarian and development standards, and respond to community needs
- Recruit qualified team members, support and supervise the teams to achieve program goals and maximize national ownership and leadership
- Identify, assess, monitor and implement measures to reduce or control risks that may impact program delivery, quality or compliance
- Provide oversight on implementation, integration and donor compliance
- Lead needs assessments to inform programming
- Liaise with Technical Advisors based in Nairobi to ensure relevant support, tools and resources are being provided and integrated into programming
- Coach, train, and mentor staff with the aim of strengthening their technical capacity, exchanging knowledge within the team and providing professional development guidance
- Supervise and mentor staff in the respective processes including performance management, staff care in liaison with the Human Resource Office in Nairobi
- Undertake regular field monitoring visits to assess progress and identify technical quality issues and/or other implementation issues, provide solutions and implement modifications as required

- Ensure proper M&E systems are in place in liaison with the MEAL Advisor based in Nairobi to develop M&E plans for the program, develop the CRM, document lessons learnt and identify opportunities for evaluations and quality improvement
- Engage and maintain effective working relationships with stakeholders including Government agencies, INGOs/NGOs, UNHCR, and UNICEF.

Qualifications, Experience and Competencies

- University degree in Project Management, Development Studies or other relevant field
- Professional training in M&E is an advantage
- At least 5 years' experience in a senior management position in an international organization involved in development and/or humanitarian work. Experience working with refugees or internally displaced persons in the Horn of Africa is an advantage
- Previous work experience in sustainable livelihood programming supporting small-scale efforts promoting community resilience and local capacity building, is highly desirable
- Progressive responsibility with demonstrated supervisory experience in staff, security, budget and office management
- Demonstrated experience in managing partnerships and coordinating complex and sensitive projects
- Experience of working and coordinating program activities with UN agencies like UNHCR or UNICEF is an advantage
- Demonstrated experience in project management including general knowledge and understanding of international donors' policies and procedures, monitoring and evaluation of projects in accordance to the set and agreed upon standards
- Dynamic leader with creative problem-solving skills, particularly in challenging situations, cultural sensitivity and adaptability
- High degree of integrity and professional responsibility with a commitment to results
- Strong communication skills are required

Applications should reach the undersigned by close of business on **14th March 2019**, with reference **Area Manager-Kakuma** and must include full contact details of 3 referees.

The Human Resource Manager, Lutheran World Federation Kenya-Djibouti-Somalia
Email: lwf.nbi.kenya@gmail.com

Only shortlisted candidates will be contacted.

LWF World Service is an equal opportunity employer, irrespective of gender, race or religious affiliation.

LWF World Service is a signatory to the Code of Conduct for humanitarian agencies.

Our recruitment and selection procedures reflect the organization's commitment to the prevention of abuse and exploitation of beneficiaries.

LWF is a Child Safe Organization.