



## Center for Research and Dialogue – Somalia

### I. Position Information

<b>Title:</b>	Program Manager
<b>Direct Supervisor:</b>	Executive Director
<b>Duty station:</b>	Mogadishu with frequent travel to the field
<b>Position Status:</b>	Both National & International
<b>Duration:</b>	One year (renewable)
<b>Starting Date :</b>	25 <sup>th</sup> July 2014

### II. Background information

**The Center for Research and Dialogue** is an independent not-for-profit organization aiming to promote social, economic, and political rebuilding of Somalia. The Center is committed to promoting consensus decision-making at the policy and community level by encouraging and supporting the participation of citizens in the affairs affecting their lives. The goal of CRD is to empower Somali communities' transition to peaceful change by providing them with a neutral venue to identify their issues, set priorities, and develop inclusive and sustainable outcomes.

### III. Program Description

**Department:** Peacebuilding and Reconciliation

The Center for Research and Dialogue is conducting reconciliation programming throughout South-Central Somalia, particularly the central regions of Somalia (Hiran, Galgaduud, Galmudug and Middle Shabelle). The project's objective is to enhance stability in the central regions through consultations and dialogues that lead to inter-clan reconciliation and improved governance within and between the communities of the region.

The project facilitates inclusive, sustainable, and locally led conflict resolution and reconciliation processes between clans and sub-clans. The activities address longstanding conflicts that continue to cause mistrust and violence within and between the communities of the central regions. Genuine and inclusive reconciliation activities between the communities and clans of the central regions allows for conflict resolution and trust building. This establishes a platform that permits a dialogue process on regional administration and governance.

#### **IV. Position Description**

The Program Manager works directly under the supervision of the Executive Director and is responsible for the appropriate and successful implementation of all peacebuilding and reconciliation activities for CRD.

- Delivering quality programmes
- Coordinate, overall management, delegation, and oversight of multiple projects currently ongoing and beginning in the future with a focus on reconciliation and peacebuilding
- Responsibility for managing project staff and other staff associated with the peacebuilding program
- In coordination with Executive Director, liaise with the international community, the federal government, and the regional government actors
- Coordination on peacebuilding and reconciliation activities with other local NGOs
- Ensure that field staff receive the necessary support from CRD headquarters
- Identify and create new project opportunities for the organization
- Lead and develop the proposal development process for peacebuilding and reconciliation programming, including: narrative proposals, budgets, timelines, and staffing
- Develop direction and thinking for the overall program activities
- Monitor and track operational performance
- Guarantee a structured growth of the Organization
- Manage large scale document development
- Approve budgets, timelines, reports, and other implementation activities
- Oversee the programs financial requirements, including compliance with the budgets, procurement, and authorize specific requests for expenditures
- Other responsibilities associated with the management of the program and responsibilities delegated by the Executive Director

#### ***Qualifications***

- Applicants should have degree in Social Sciences (postgraduate preferred), conflict resolution and peace building, development or similar field.
- Previous work with a non-governmental organization and a minimum of five (5) years within the Somali context
- Applicants are expected to have a minimum of 3 years working in the field of peacebuilding and have an in-depth understanding of the Somali context in relation of peace and reconciliation
- Advanced understanding of and knowledge of peacebuilding and reconciliation practices and theory
- Ability to identify critical areas in the Somali context for increased peacebuilding and reconciliation activity
- Extensive experience in the peacebuilding and reconciliation sector

- Proven track record of leadership and management skills, including managing diverse staff in multiple locations
- Significant knowledge of international humanitarian & development systems, institutions and donors, and of procedures, accountability frameworks and best practices in fragile contexts management
- Substantial experience and knowledge of effective financial and budgetary control and securing and managing grants from major institutional donors
- Solid project management skills related to organizational development projects and international, cross-functional teams with a proven history of delivering results
- Substantial experience in logistics, including procurement, supply chain, fleet management & inventory
- Ability to explain and defend complex issues and positions
- Demonstrated ability to think strategically and creatively as well as to convey vision to others
- Exceptional oral and written communications skills in English, Somali and a dynamic public speaker.
- Capacity to plan, prioritize, and manage multiple competing demands efficiently in a challenging and fast paced environment
- A willingness to delegate tasks
- Applicants should expect to have to work non-traditional working hours when requested

Please send an application letter and CV by email with a subject title “**Program Manager**” to [pbcr-rec@crdsomalia.org](mailto:pbcr-rec@crdsomalia.org) by the 25<sup>th</sup> July 2014. Only shortlisted candidates will be contacted. Position open to Somalis and Internationals. CRD reserves the right not to employ.