



## Vacancy Announcement

Mercy Corps is an international, non-governmental humanitarian relief and development agency that exists to alleviate suffering, poverty and oppression by helping people build secure, productive, and just communities. Mercy Corps works in more than 40 countries, and has been working in Liberia since 2002.

**Mercy Corps invites applications from all interested and potential Liberian candidates for the following position:**

**1. Partnership and Networking Lead – 01 position, based in Monrovia.**

**Please find below the full position description for this position.**

*“Fostering a diverse and open workplace is an important part of Mercy Corps’ vision, and we encourage people from all backgrounds, especially women and members of disadvantaged groups to apply. Mercy Corps is an Equal Opportunity Employer”.*

**How to apply?**

Interested and qualified candidates are requested to submit their detailed CV with a cover letter along with other relevant certificates to the email address [lr-jobs@mercy Corps.org](mailto:lr-jobs@mercy Corps.org). You are requested to mention the title of the position on the subject line of the e-mail while applying.

Hard copies of the CV with cover letter along with all relevant certificates can be dropped at Mercy Corps’ Office located on Tubman Boulevard, Oldest Congo Town, Sophie, and Opposite SOS Clinic. Monrovia. Label the left corner of the envelope with the title of the position for which you are applying.

Last date for the submission of CV is January 21, 2019 by 05:00 pm. Mercy Corps reserves the right to accept or reject any or all CV(s) without assigning any reason. Only shortlisted candidates will be contacted. Telephone enquiries will not be entertained. The interview process will be ongoing upon receiving of applications.

***Females’ candidates are strongly encouraged to apply!***

# PARTNERSHIP AND NETWORKING LEAD

## Position Description

**Location** Monrovia, Liberia

**Position Status** Full-time or Part-time, Exempt or Non-exempt, Regular or Temporary

**Salary Level** 4

## About Mercy Corps

Mercy Corps is a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within. Now, and for the future.

## Program / Department Summary

Mercy Corps has been present in Liberia since 2002, focusing its interventions on Governance, Youth Livelihoods, Economic Growth and Development. With funding from the EU, SIDA and USDA, Mercy Corps has been able to work together with communities in Liberia to respond to their various needs bringing benefits to more than 40,000 beneficiaries through the provision of employment and entrepreneurship opportunities and access to energy.

The Supporting Effective Advocacy in Liberia (SEAL) will ensure that Liberian Civil Society Organizations (CSOs) contribute to inclusive wealth creation for a more equal and transparent society in support of Liberia's 2030 Agenda for Transformation. The program seeks to ensure that Liberian CSOs are credible actors in the governance of the country through their engagement in the formulation of public policy, and the monitoring of its implementation.

## General Position Summary

The role will oversee the delivery of activities and initiatives detailed in SEAL's Gender Strategy and the partner Sustainability Plan. The post holder will coordinate partnerships with Government Agencies and Private sector partners of the program. The Partnership and Networking Lead will be the main point of contact for Ktks Program Coordinator and his/her team. He/She will work with the program team to Select 11 Liberian CSOs and 15 CBOs through a competitive process, alongside Kvinna till Kvinna Foundation (KTK). The Partnership and Networking Lead will facilitate and support SEAL Cohort members by providing and sharing tools that will enable SEAL cohort CSOs to improve communication with each other and with the public sector

## Essential Job Responsibilities

### PROGRAM MANAGEMENT AND IMPLEMENTATION

- Train SEAL Cohort CSOs in Networking and partnership development.
- Develop strong relationships with partner organizations.
- Lead the design of an organizational network analysis of the Liberian civil society landscape.
- Lead the establishment of partnerships with training providers to develop and implement a training course in non-profit management.
- In partnership with KTK, design and implement a gender analysis of CSO activities; collaborate with CSO leaders to develop and implement culturally sensitive activities, in particular capacity building for women staff leadership.
- With guidance from the Program Manager, and in partnership with the NSCSL establish standards for CSO professionalization in Liberia.

- In conjunction with NCSCL lead the administration of government engagement survey to gauge perceptions and knowledge of civil society
- Facilitate SEAL CSO's learning exchanges
- Assess and catalogue formal and informal civil society groups and organizations
- Provide peer-to-peer knowledge sharing and support during field site visits, particularly field trainings and events, and other forms of staff capacity-building, in coordination with the program team.
- Support the creation of civil society advocacy plans.
- Abide by all security protocols and assist in ensuring their implementation by other staff.
- Conduct him/herself both professionally and personally in such a manner as to bring credit to Mercy Corps and to not jeopardize its humanitarian mission.

#### SECURITY

- Ensure compliance with security procedures and policies as determined by country leadership.
- Proactively ensure that team members operate in a secure environment and are aware of policies.

#### ORGANIZATIONAL LEARNING

- As part of our commitment to organizational learning and in support of our understanding that learning organizations are more effective, efficient and relevant to the communities they serve, we expect all team members to commit 5% of their time to learning activities that benefit Mercy Corps as well as themselves.

#### ACCOUNTABILITY TO BENEFICIARIES

- Mercy Corps team members are expected to support all efforts toward accountability, specifically to our beneficiaries and to international standards guiding international relief and development work, while actively engaging beneficiary communities as equal partners in the design, monitoring and evaluation of our field projects.
- Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MC's policies, procedures, and values at all times and in all in-country venues.

#### **Supervisory Responsibility**

None

#### **Accountability**

**Reports Directly To:** SEAL Program Manager

**Works Directly With:** SEAL program team, Finance, Operations.

#### **Knowledge and Experience**

- BA/S or equivalent in social science, management, international development or other relevant field; MA/S preferred.
- At least 4 years of progressive experience and proven high level of competence in working in NGOs/INGO capacity building programs, ideally in relief and/or post-conflict settings and strong gender background.
- Strong knowledge of, and experience with organizational development of CSOs in challenging environments, and ability to inform the content and method of organizational development training.
- Proven track record in partnership development and network building.

- Strong knowledge in gender, vulnerable groups and human rights theory, including the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW), the Beijing Declaration and their implementation process with civic and government counterparts.
- In-depth knowledge and direct exposure to gender-related activities.
- Strong leadership, communication, and project management skills.
- Ability and interest to work with a multi-ethnic team in a culturally appropriate manner.
- Internationally recognized qualification in project or program management or a commitment to obtain the qualification in the early months of work.

### **Success Factors**

The successful Partnerships and Networking Lead will have an ability to live and work closely with a diverse team of individuals in a highly intense and fluid work and security environment. S/he will have the capacity to spark innovative and entrepreneurial approaches to programming and to inspire groups to collaborate closely to implement high-quality programs. S/he will have a proven ability to learn quickly, take initiative, and be accountable for results, a willingness to remain mobile for short-term and/or long-term as necessary within the region, based on programmatic needs. Have knowledge of security standards, equipment, precautionary measures, communication protocols, various unstable conditions and familiarity of the Sphere Project's Humanitarian Charter and Minimum Standards in Disaster Response. The ability to work independently and as part of a team, have curiosity about and sensitivity to new cultures, a desire and ability to learn and grow, both personally and professionally and a fabulous sense of humor will all be essential.