

Country Project Manager (Nutrition Programme)

Title:**Responsible to:** Global Programmes Manager**Location** Dar es Salaam, Tanzania**Key Working Relationships:** Nutrition Programme Advocacy Manager, Relationship Managers, Volunteer committees, Programme team colleagues and senior leaders of Tanzania Girl Guide Association (TGGA)

This is a fixed term contract role up to the end of October 2019

Salary: \$12,000 per annum. Salary paid in USD

About Us:

Girl Guiding and Girl Scouting is the world's only movement for every girl and any girl because we believe that each of them deserves to be the best they can be. Free to make what they want from the Movement, girls learn by doing, make friends and have fun. In safe, local spaces, girls develop the skills and attitudes to change themselves, their communities and our world.

The World Association of Girl Guides and Girl Scouts (WAGGGS) keeps the global Movement thriving, united and growing.

This role operates within the context of a volunteer-led global charitable organisation with 150 Member Organisations, but will be focused on and based within our member organisation: Tanzania Girl Guides Association (TGGA)

Tanzania Girl Guide Association (TGGA) is a Non-Governmental and Voluntary Association dedicated to the advancement of Girls and Young Women both socially and economically. With more than 110,000 members we are focused in empowering girls and young women to be self-reliant, resourceful and loyal citizens by providing them with non-formal education programs and camping

About the Nutrition Programme:

Iron deficiency, anaemia and nutritional disorders seriously affect the health and economic wellbeing of youth globally. They disproportionately impact on the poorest, most vulnerable groups in developing societies, and affect a larger proportion of girls and women rather than men.

Moreover, despite growing global commitment to reaching nutritional goals, this has not achieved widespread traction at subnational level. Healthy and strong girls become healthy and strong women who go on to build strong families and communities. This then creates a healthy society for future generations, highlighting the massive opportunity that is being missed due to malnutrition.

Our strategic partnership with Nutritional International will focus on improving the knowledge, attitudes and behaviour around nutrition among girls and young women,

their families and their communities through our non-formal education and local, national and global advocacy. The ultimate and longer term aim of this partnership is to give a greater focus, attention and access to information on nutritional needs for our members globally. The pilot programme runs from 2017 – 2019 and will cover five countries: Bangladesh, Madagascar, Sri Lanka, Tanzania and the Philippines.

Job Purpose:

This role will lead on the development and delivery of the Nutrition Programme in Tanzania, ensuring the programme is adapted to national context and the needs of the member organisation: TGGA

The role involves working closely with TGGA national leaders, local leaders, Girl Guides and WAGGGS programme staff.

Key Responsibilities:

1. Scope then develop a project plan and manage the implementation of the WAGGGS Nutrition Programme in Tanzania within agreed outcomes including, timescales, budget and quality parameters.
2. Assess and actively manage programme risks in country, issues and dependencies using appropriate project management techniques. Use critical and creative thinking to troubleshoot and design appropriate solutions.
3. In conjunction with the Nutrition Programme Advocacy Manager and TGGA develop and implement a national campaign within agreed outcomes.
4. Support TGGA to implement community action activities of the Nutrition Programme.
5. Undertake the day to day budget management of the project ensuring regular reporting and address any issues in conjunction with the Global Programmes Manager in a timely manner.
6. Engage directly with, and provide support to the TGGA volunteers and staff to ensure the programme is delivered with

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positive agreed experiences for individuals involved, TGGA and WAGGGS.

7. Facilitate the recruitment and ongoing management of country-based volunteer co-creation groups, ensuring that they are inducted, trained and supervised. These groups will inform, support and feed into the programme development, ensuring effective girl participation takes place within an efficient, effective and quality framework.
8. Establish and maintain relationships as the WAGGGS representative between TGGA and key stakeholders (NGOS, Government, decision makers, local Nutrition

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International representatives etc.) in Tanzania, to support programme and advocacy goals.

outcomes

9. Conduct research and compile data to help inform the content and methodology of the programme (advocacy, curriculum and community mobilisation components) feeding into regular reports to WAGGGS and Nutrition International external evaluators. This work will be supported by the global level Monitoring & Evaluation Officer of the Nutrition Programme.
10. Support the development and adaption to national context and piloting of the new educational activity pack(s) and community mobilisation materials within Tanzania.
11. Oversee the training of trainers to ensure the effective roll out of the Nutrition Programme curriculum in Tanzania.
12. Provide support in the establishment of women and girl-led community action groups, working with global level Nutrition Programme Advocacy Manager and Community Mobilisation Expert.
13. Manage the selection process, organise and facilitate training and coaching sessions for Girl Guides to attend global events.
14. Develop a deep understanding of WAGGGS and TGGA. Use this knowledge to adapt and target programme development and delivery to meet the needs and opportunities in the WAGGGS' Organisational Capacity Building Framework and the Sustainable Development Goals Framework.
15. In partnership with the WAGGGS membership team seek to build the capacity of the TGGA in line with their own strategic plan
16. Undertake occasional translation and interpretation when necessary.
17. Be responsible for and able to evidence own personal development by undertaking relevant training, attending meetings, conferences and events ensuring that you are updated in all matters relevant to the role within the Personal Development Plan agreed with the line manager.

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This job description is not exhaustive and serves only to highlight the main the post holder. The line manager may stipulate other reasonable

The job description will be reviewed regularly and may be subject to change.



requirements of requirements.


Area:	Essential:	Desirable:
Qualifications:	<ul style="list-style-type: none"> • Management qualification or qualification by skills/experience 	 <ul style="list-style-type: none"> • Project qualification or qualification by skills/experience • Qualification in nutrition
Experience:	<ul style="list-style-type: none"> • Experience of managing projects delivered in scope, on time and within budget • Experience working in Tanzania • Experience building relationships with multiple stakeholders. • Experience of working with volunteers • Experience working with young people/girls • Experience working with communities in action projects • Experience implementing a public campaign 	<ul style="list-style-type: none"> • Experience in behaviour change programmes • Experience in educational programmes • Experience in the charitable/not-for-profit sector • Experience in nutrition • Experience working in a youth organisation
Skills and Knowledge:	<ul style="list-style-type: none"> • Able to manage varied and complex projects, resolving conflicting priorities. • Able to communicate effectively in writing with all stakeholders – reports, support materials, correspondence. • Excellent verbal communication skills including presentation skills. • Excellent MS Office skills • Ability to build and maintain relationships with third parties • A track record of problem solving • Knowledge of effective youth participation approaches 	<ul style="list-style-type: none"> • Knowledge of Guiding (ideally in Tanzania) • Knowledge of nutritional needs of girls and nutrition programmes



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Personal Qualities:	<ul style="list-style-type: none">• Able to cultivate effective relationships with a wide range of people, based on trust and mutual respect• Able to build positive relationships with all stakeholders and work with and relate to people at all levels.	<ul style="list-style-type: none">• Demonstrable commitment to working in partnership with volunteer leaders and girls to ensure programme is locally-led
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	<ul style="list-style-type: none"> • Dynamic leader while being a pro-active team player • Excellent attention to detail • Able to work on own initiative • Creative approach to work • Able to work in a fast changing environment • Able to multitask with the ability to focus on details • Able to deliver against tight deadlines • Able to negotiate/influence for change 	 WORLD ASSOCIATION OF GIRL GUIDES AND GIRL SCOUTS
Other Requirements:	<ul style="list-style-type: none"> • Fluent in spoken and written English • Fluent in spoken and written Swahili • Occasional work outside regular office hours • Able to travel internationally and within country 	<ul style="list-style-type: none"> • Experience working remotely/in a dispersed team • Experience of remote management
Working for WAGGGS:	<ul style="list-style-type: none"> • Able to demonstrate a commitment to and be a role model for WAGGGS' organisational values of: Member Driven; Brave; Inclusive; Empowering; Transparent; Professional • A passion and commitment for issues affecting girls and young women on a global level, and demonstrable ability to engage with girls and young women, either through a professional or personal background 	

Special Notes: "If you are interested in this position, please download the recruitment pack and submit your covering letter and CV via our recruitment portal by going to <https://www.wagggs.org/en/jobs-opportunities/country-project-manager-x5/>

Please note this role will be Tanzania based. We expect to be able to offer office space for this role within the Tanzania Girl Guides office in Dar es Salaam for this position. Home-working within Tanzania may also be considered as an option.

Applicants must have the right to work in Tanzania