

Chief of Party, Ghana WASH

Location: [Africa] [Ghana]

Town/City: Accra

Category: Water, Sanitation and Health (WASH)

Job Type: Fixed term, Full-time

***Position is contingent upon funding and donor approval.**

***Please submit your CV in English.**

PURPOSE OF POSITION:

Chief of Party (CoP) will have overall responsibility for coordination of all WASH grant activities and staff for an upcoming USAID WASH program. S/he will be responsible for technical leadership and administrative oversight of the program and will serve as the principal institutional liaison to the donor and local government entities. Please note that this position is contingent upon funding and donor approval.

The CoP shall have a keen understanding of the unique political dynamics and work carefully and collaboratively to support the various entities in Ghana.

S/he will manage a team of senior staff, sub-recipients, and engagement with stakeholders and ensure quality, timeliness, and efficiency of all products and activities generated under the WASH grant. The CoP is expected to have strong leadership qualities and depth and breadth of technical and management expertise.

S/he also provides strategic leadership and supervision of sub-grantees and sub-contractors while ensuring the security, feasibility, and sustainability of the program and contribution to child-wellbeing outcomes.

MAJOR RESPONSIBILITIES:

- Provide vision and strategic technical leadership for the grant.
- Manage proactive and responsive relationship with grant donor in close collaboration with World Vision National Office

staff.

- Direct and oversee grant implementation, ensuring that all strategic objectives are met through proper design, staffing, implementation and quality assurance.
- Research new funding opportunities and develop and write funding proposals, if second phase of the grant or cost extension is planned.
- Supervise a team of senior level international and national staff with skills across a diverse set of technical areas.
- Ensure proper technical capacity of staff to manage complex donor-funded projects.
- Lead grant staff and short-term consultants.
- Establish and maintain effective project reporting, evaluation, and communication systems.
- Submit timely accurate and professional reports that meet donor requirements.
- Manage grant/project budget within approved spending levels and ensure accurate and timely financial reports to donors and Support Office staff.
- Ensure grant/project expenses are reasonable, allocated as per assigned budget, prudent and spent in accordance with donor rules and regulations to ensure low risk audits.
- Liaise with local government officials, local communities, donor representatives and other stakeholders as appropriate.
- Consistently look for more effective and efficient implementation methods and opportunities to increase impact.
- Participate and conduct on-going lessons learned with key staff and partners/sub-grantees.
- Liaise with local government officials, local communities, donor representatives and other stakeholders as appropriate.
- Participate, lead NGO – donor forum to represent WV, the project, and seek cooperation for joint advocacy opportunities.
- Escalate grant management issues early and openly; resolve grant management issues quickly and fully.
- Provide spiritual leadership to the grant team. Attend and participate in weekly chapel services and daily devotional meetings.
- Close cooperation with NO GAM lead for implementation of the GAM objectives as well as close collaboration within the NO GAM Unit on donor positioning, lessons learned, grant health and quality improvements.
- Establish clear and frequent communication regarding program progress and oversight management with the donor.

KNOWLEDGE, SKILLS & ABILITIES:

- An advanced degree (master's or above) in international development, public administration public health, or water, sanitation and hygiene (WASH) related field or equivalent qualifications in grant management and technical field in
- developing countries.
- 10+ years of extensive international development experience managing large grant-funded projects.
- Demonstrated outstanding leadership, effective organizational development, partnership-building, managerial, team building, and communications skills.
- Proven ability to coordinate with other key stakeholders such as governmental and non-governmental organizations in Ghana.
- Proven ability to manage of large integrated grant-funded projects in developing countries.
- Familiarity with USAID programs, their history and their development; mastery of USAID regulations governing such programs.
- Strong presentation and report writing skills.
- Experience of leading large and diverse teams.
- Experience in leading and managing large grants in a complex environment.
- Experience as a CoP or senior expert advisor required.
- Experience in managing sub grants and contracts under grants for complex projects.
- Fluency in English.
- Professional licenses, as required in the field and by the donor.

Preferred Skills, Knowledge and Experience:

- Experience in managing inter-agency consortiums.

Work Environment/Travel:

- Be prepared to travel to implementation sites and regional, global meetings as required.