

Chief of Party, USAID Guatemala - WASH

Location: [Central/South America] [Guatemala]

Town/City: Guatemala (Ciudad)

Category: Field Operations

Job Type: Fixed term, Full-time

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

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

PURPOSE OF THE POSITION:

World Vision International Guatemala is currently accepting applications for a Chief of Party for an anticipated USAID-funded Guatemala I-WASH project. The anticipated goal of this activity is to ensure rural Guatemalans have a reliable water service that is chlorinated and adequate for human consumption, improved sanitation facilities, and establish the habit of practicing optimal hygiene behaviors. This activity is expected to be in the \$10-\$24M range.

The Chief of Party is accountable for the overall vision and leadership of the project and is accountable for delivering results. The successful candidate should possess significant experience managing program, financial, and operations of USAID- or other international donor-funded projects. Position is contingent upon funding and donor approval.

KEY RESPONSIBILITIES:

- Oversee the technical aspects of the project, including planning, implementation, project results and deliverables, in accordance with the project work plan; ensure clarity over plans and priorities, and encourage effective teamwork across the project team comprising staff from partner organisations.
- Build and maintain productive working relationships with USAID, project partners, and key stakeholders while ensuring compliance with USAID requirements, U.S. government regulations, and World Vision's policies and procedures; serve as the primary liaison among all project stakeholders.
- Manage the project's operational, financial, and administrative priorities; direct the planning and budgeting processes;

design and oversee an annual project cycle in accordance with USAID's annual planning cycles.

- Facilitate the preparation of project deliverables, including annual work-plans, quarterly and annual reports, final project report and project activity updates, and other project-related communication and reporting materials in accordance with USAID deadlines and branding guidelines; oversee the preparation of quarterly and annual project activity reports, M&E reports, and other deliverables, as specified in the agreement. Report against the project's targets.
- Supervise a team of technical staff and ensures clear roles and responsibilities and lines of communication are maintained among the team members.
- Provides guidance and mentoring to managers and staff to achieve project goals and develop national leadership capacity; represent the project at high-level meetings, conferences, and other fora.

KNOWLEDGE, SKILLS AND ABILITIES:

- Minimum of 10 years of senior-level management experience on donor-funded programs. Previous experience with management of USAID-funded programs is required.
- Demonstrated strong understanding of USAID's multi-sectoral nutrition and community-health system strengthening approaches and gender programming.
- Demonstrated outstanding leadership, effective organizational development, partnership-building, managerial, team building, and communications skills.
- Proven ability to coordinate with other key stakeholders such as municipalities, governmental and non-governmental organizations.
- Proven ability to manage large integrated grant-funded projects in developing countries.
- Familiarity with USAID programs, their history and their development; mastery of USAID regulations governing such programs.
- Experience as a Chief of Party or senior expert advisor required.
- Experience in managing sub grants and contracts under grants for complex projects.
- Professional licenses, as required in the field and by the donor.
- Experience in managing inter-agency consortiums.

- 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.
- Professional fluency in English and Spanish in both written and oral communication.
- Demonstrable capacity to create effective system and tools to manage and share information of complex program (strong ITC skills update, data analysis capacity).

Preferred:

- Previous experience with the culture and context of Central America is strongly preferred.

Work Environment/Travel:

- Ability to travel within Guatemala as required.