

## Global Alliance for Improved Nutrition

<b>Job title:</b>	Senior Project Manager, Sustainable Food Systems (SFS)
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<b>Classification:</b>	C5 – Senior Project Manager	<b>Direct reports:</b>	1 - 5
<b>Work location</b>	Pemba - Cabo Delgado Province, Mozambique	<b>Travel required:</b>	50%

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the UN in 2002 to tackle the human suffering caused by malnutrition. Working with both governments and businesses, we aim to transform food systems so that they deliver more nutritious food for all people. In particular, we aim to make healthier food choices more desirable, more available, and more affordable. GAIN's mission is to advance nutrition outcomes by improving consumption of nutritious and safe food for all people, especially the most vulnerable to malnutrition.

DESCRIPTION
<p><b>Overall purpose</b></p> <p>Reporting to the Head of Programs, the Senior Project Manager will lead on the strategic oversight and overall implementation and delivery of the Sustainable Food System (SFS) project components.</p> <p>In such a position, the Senior Project Manager will monitor and oversee the SFS project to be implemented in Cabo Delgado, Mozambique. They will be responsible for leading on all the SFS related technical assistance and implementation activities as defined in the project proposal and work plan.</p> <p>The Senior Project Manager will ensure that the interventions by different partners are well coordinated so that overall project milestones and goals are met. They will be expected to provide technical support as required.</p> <p>The Senior Project Manager will oversee financial control and proactively review, make recommendations and report on programmatic activities, supporting the delivery of GAIN's strategic plan for the SFS to be implemented in Cabo Delgado.</p> <p>The Senior Project Manager will also be responsible for the line management and mentoring of SFS managers, associates and assistants. They will also be responsible for operational management of the Pemba office working with the Head of Programs to monitor the systems and business processes for finance, HR, contracts, facilities and IT that are integrated and aligned with the Maputo office and the organisation as a whole.</p> <p><b>About the Sustainable Food System Project (SFS):</b></p> <p>This project aims primarily to strengthen and repair the local food system in the southern segment of Cabo Delgado province, which has been severely impacted by conflict, drought, and long-standing under-investment. Ultimately, the project seeks to protect the consumption of the poorer residents of five vulnerable districts, including internally displaced persons from conflict areas and their hosts, with actions to improve both the availability and the affordability of safe and nutritious foods in their communities.</p> <p>The SFS Project Manager will supervise a team of four (4);</p> <ul style="list-style-type: none"> <li>• Business development specialist</li> <li>• Business Finance Specialist</li> <li>• Administration &amp; Finance Associate</li> </ul>

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- Administration Driver

### Tasks and responsibilities

#### Program Management

Primarily responsibilities refer to the coordination and integration of all project aspects under this initiative into a coherent project, specifically.

- Oversee and lead in providing oversight, technical direction, activity planning and implementation of strategies, project timelines and interventions as desired under the project
- Effectively provide technical guidance, advice and support to relevant project stakeholders in facilitating planning and interventions to ensure project delivery and mitigation strategy implementation.
- Responsible for mediation between stakeholders and flag any potential issues or risks that could affect the progression of the project; working with the Head of Programs to identify possible solutions.
- Manage the implementation of project activities and deliverables to ensure they are completed in a timely manner, in accordance to Project Management Guidelines, and in collaboration with the relevant GAIN programs, local partners, and country leadership.
- Lead on the efficient management of project funds, resource allocation, budgets and forecasting through regular tracking of funds utilization and gaps thereof along with Mozambique and global finance point persons.
- Responsible for ensuring adherence to technical standards and compliance to technical guidelines and policies
- Ensure quality monitoring of all projects implemented by partners in the project.
- Responsible for overall reporting of the program progress including monthly, quarterly and annual reporting as per GAIN, donor and government requirements as well as the dissemination of success stories
- Ensure the timely drafting and execution of partnership agreements, memoranda, contracts and service agreements with sub-grantees, knowledge partners, consultants, state governments, industry associations, technical institutions and other government bodies and development partners.
- Plan and support the creation of communications materials, working with the communications team to ensure adequate documentation of the work is being implemented.
- Represent GAIN at external meetings with partners and local stakeholders when needed.
- Comply with and implement according to GAIN's various policies, e.g., gender, diversity, environmental and safeguarding etc.
- Contribute towards the development of new business opportunities to generate additional funding for the project.
- Knowledge of gender-sensitive, climate crisis sensitive and where feasible, gender-transformative working through project design and implementation to continuously strengthen gender focus.

#### Stakeholder Management

- Establish, maintain and manage working relations with diverse stakeholders– INGOs, bilateral agencies, government departments, business and non-profit partners in order to ensure the success of the project
- Maintain high level liaison with government stakeholders (country level) and other organizations working on complementary projects in the country context to share knowledge and best practice.
- Take the lead in conceptualizing and organising state/ district level

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consultations/workshops/conferences as required in the project.

### People Management

Refers to all the tasks associated with recruiting, managing and developing a high performing team in line with the demands of the programmatic strategy

- Line manage several direct reports, including supporting work plan development and performance management. Lead, manage and motivate the team, creating an environment that enables staff to maximize their potential and facilitates high performing teams
- Ensure the recruitment, management, and development of high performing team in line with the demands of the project work plan.

### Operational Management of Pemba office

- Under the supervision of the Head of Programs, monitors the systems and business processes for finance, HR, contracts, facilities and IT that are integrated and aligned with the Maputo office and the organisation as a whole.
- Supports the recruitment of staff, under the management of the centralized HR team.
- Ensure compliance with donor monitoring, spending and legal requirements

### Key organisational relationships

- Reports to the Head of Programs
- Line management and mentoring of SFS managers, associates and assistants
- Close collaboration with the SFS and the External Engagement Workstreams
- Liaises regularly with GAIN Program Services Team and Knowledge Leadership teams, Government, Donors, NGOs, Private Sector, Academia and others

## JOB REQUIREMENTS

### Competencies

- Excellent project management capabilities
- Strong team leadership abilities with the ability to motivate and mobilize individuals within or outside their reporting line
- Substantial business requirements collection and process/workflow analysis skill
- Strong communication and advocacy skills
- Excellent project coordination, strategic planning, management, and negotiation skills
- Demonstrates initiative, prioritizes, and multi-task well under pressure to meet deadlines
- High level of professionalism and integrity
- Clear and systematic thinking that demonstrates good judgment, expert problem solving, and creativity.
- Ability to analyze and make recommendations from technical reports and business documents (business plans, market research etc.)
- Ability to build and foster long-term partnerships
- Good representational skills and public speaking

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- High level of professionalism and integrity
- Computer literate with excellent MS Office, excel and PowerPoint skills and solid understanding of project management software (Salesforce) preferred
- Ability to operate within the private and public sectors to effectively liaise with food enterprises, development agencies, and governments at the senior level
- Good report writing skills and some knowledge of technical writing for project-related documentation
- Proactive and self-motivated individual capable of engaging persuasively with various stakeholders
- A self-starter, able to work independently

### Experience

- Proven experience in international development, within a project management/project leadership role with an existing network in Mozambique.
- Proven experience in delivering projects on time / on budget, using project management processes and tools including risk management, benefits management, financial management and quality assurance
- Strong understanding of Mozambique's public health sector and food system required.
- Experience in delivering integrated health and/or nutrition programming is highly desirable.
- Experience working in a public/private partnership environment is desirable.
- Private Sector experience desirable
- Experience of working with government at county and national levels
- Understanding and some experience/technical knowledge in food and/or public health systems would be an asset
- Prior experience working within a donor-funded environment and of donor reporting
- Demonstrated success in building strong working relationships with internal and external stakeholders
- Experience convening and facilitating meetings with stakeholders from business, civil society, government, donors at national international level
- Experience in writing project reports for donors and governments.

### Education

- A Master's Degree in Project management, business administration, nutrition, food science, health, international development, or a suitable equivalent qualification is required.
- Diploma or equivalent certification in project management or business administration is highly desirable. Preferable: APM, PRINCE2 (Foundation and/or Practitioner), Scrum Master, Agile PM

### Other requirements

- Strong written and verbal communications, fluency in English both written and verbal
- Portuguese proficiency desirable.
- Flexible, with a willingness and ability to travel in challenging environments

### WHAT GAIN OFFERS

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- Flexible working hours
- Friendly working environment
- Professional development opportunities