

COUNTRY DIRECTOR, KENYA

August 2022



OXFORD HR
SEARCH FOR A BETTER WORLD



ABOUT GAIN

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.



THE ROLE

Role: Country Director, Kenya

Location: Nairobi, Kenya

Salary: Competitive





JOB SUMMARY

The Country Director is responsible for leading, managing, representing and setting the overall direction of GAIN's strategy, partnerships and programs. Based in-country, the Country Director must ensure that the country strategy implementation is in line with GAIN's vision, outcomes, policies and procedures. As the most senior representative for GAIN in the country, the Country Director is responsible for high level representation to the government, donors, the private sector and the UN.

The Country Director has overall responsibility for security management and health and safety for GAIN staff within the country.

They will lead and manage all aspect of GAIN's Country office, including operations and financial management, compliance with local laws, fiscal planning, human resource planning and the creation of a shared vision among all staff.

TASKS AND RESPONSIBILITIES

Strategic Leadership

- The Country Director will lead the development, implementation and quality management of the country strategy so it maximizes impact to transforming local food systems for better nutrition.
- The planning and tracking of progress of the implementation of the country strategy, including the development and review of annual business plans, to support the vision set out in the country strategy.
- Contribute positively, as a member of GAINs leadership team to strategic discussions, to support organizational effectiveness and development.
- Manage the process of support to partners, sustaining formal, long-term relationships, and identification of appropriate partner organizations.

Program Design and Implementation

- Ensure program design and implementation maintains focus on achieving country strategy objectives
- Guide business development, staying aware of the local funding context and identifying appropriate opportunities to increase income to deliver the country strategy.
- Support the program teams to ensure that strong M & E and quality control procedures are understood and implemented by program staff, both from GAIN and partner organizations.

Resource mobilization, advocacy and communication

- Develop the organization's profile & influence, including approving the development of communications products (press releases, brochures, stories).

- Build and maintain effective working relationships with relevant officials in government, civil society, donors, partners and other international organizations.
- Support activities to deliver outcomes on priority advocacy issues.
- Ensure that information requests are serviced in a timely way and that effective country contributions are made to global advocacy initiatives and priorities.
- Represent GAIN in external events or suitably delegate

People & Organizational Development

- Provide overall leadership to GAIN staff, coach, mentor and motivate team members and ensure team synergy, including leading the senior direct reports.
- Line manage a number of senior direct reports including supporting work plan development and performance management.
- Ensure all staff within the Country Office uphold GAIN Values and Code of Conduct, including the development of and support to a culture & work environment that reflects GAIN's values.
- Ensure the appropriate implementation of all Human Resource policies, procedures and practices.
- Foster a collegial, transparent, supportive and respectful culture within the country team.
- Understanding of and commitment to adhere to Equality, Diversity and Inclusion including the safeguarding vulnerable populations, as well as staff health and wellbeing principles.

Financial and Operations Management

- Manages systems and business processes for finance, HR, contracts, facilities and IT that are integrated and aligned with the organization as a whole.
- Manages the recruitment of staff, with support from the Global HR team.
- Support the operations and programs teams to ensure the efficient and proper use of funds, supporting team in the development and management of the country program and grant level budgets.
- Support the operations and programs teams to ensure compliance with donor monitoring, spending and legal requirements.
- Lead the identification of in-country funding to support our planned work, and to make best use of resources available to maximise impact.
- Support the operations team/ finance and admin team to ensure country office policies, procedures, guidelines and risk registers are in place, updated and disseminated.
- Develop a proposed annual budget and ensure the timely submission of financial reports, which accurately reflect the financial condition of the country office.

Security

- Lead the preparation, regular updating and implementation of the security plan in line with GAINs security policy and procedure

KEY ORGANISATIONAL RELATIONSHIPS

- The Country Director reports to the Director, Country Programs
- The Country Director works closely with:
 - The Country Programs Team
 - The Human Resources and Finance Teams
 - Subject matter experts and technical staff across GAIN functions.
 - Fellow Country Directors and staff in GAIN country and rep offices globally to share knowledge, best practice and take advantage of synergies across countries and regions
 - GAIN Strategic Management Team
 - Government, Donors, NGOs, Private Sector, Academia and others

CANDIDATE PROFILE

Competencies

- Strategic thinking, management and leadership skills
- Excellent communication skills, presenting clear and structured arguments with strong interpersonal and negotiation skills.
- Excellent networking, influencing, negotiation and advocacy skills.
- Ability to operate within corporate and public sectors to effectively liaise with private companies, development agencies and governments.
- Proven successful people management experience, ability to work as part of a multicultural team.
- Ability to use initiative, prioritize, multi-task, and work well under pressure to meet deadlines.
- Excellent analytical and problem-solving skills

Experience

- At least ten years' leadership and management experience in leading and developing projects in a multi-cultural environment at international level in the private sector, food industry or with development organizations.
- Solid experience in representation with key donors, government, internal and external stakeholders with a demonstrable track record in fundraising and business development required.

- Experience in building effective personal networks at a senior level, resulting in securing new opportunities for the organization
- Broad understanding of the nutrition-food systems nexus, public health and community development.
- Excellent understanding and experience of risk, programme, financial and operational management
- Demonstrated success in building and managing multi-disciplinary teams
- Good understanding of key trends in international and humanitarian development

Education

- Masters in agricultural science, food science, public health, nutrition, economics, business administration or Equivalent.

Other requirements

- Fluent in written and verbal English.
- Proficiency in local languages highly desirable
- A willingness and ability to travel in-country and overseas as and when required

HOW TO APPLY

All correspondence, at this stage, should be via Oxford HR. To apply for this post, click on the “Apply” button on the job advert page, complete our online application form, and submit your CV and cover letter as two different documents, which should be prepared before applying as they will be considered in the application process.

The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit. The documents should be saved in PDF in the following format: Your First Name-Your Last Name-Documents Name-Date (mmyy) e.g., Pat-Jones-CV-08022-GAIN or Pat-Jones-CoverLetter-082022-GAIN.

Timeline

Closing Date:	30th September 2022
First stage interviews:	Week of 25th October 2022
Final interviews:	Week of 21st November 2022

Applications will be reviewed on a rolling basis. We suggest that all applicants send their documents at their earliest convenience. No applications will be considered after the 30th September 2022 deadline.

Selection process

All candidates will receive an update regarding their application after the closing date. We advise candidates to add the role email to their safe senders list and regularly check their spam folder.

Equality Statement

Equality and diversity are at the core of GAIN values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

Queries

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email at gain-cd-kenya@oxfordhr.co.uk in the first instance.





ABOUT OXFORD HR

Oxford HR operates globally - mainly within the international development and charity sectors. We carry out retained executive search mandates at board and senior management levels. We also offer human resource and organisational development consultancy.

Oxford HR has many years of experience in search as well as an extensive network of international development, social sector, corporate, public sector, and academic contacts from across the world. We carry out comprehensive and often international searches designed to meet the specific needs of our client.

OXFORD	LONDON	AMSTERDAM	NAIROBI	SINGAPORE
46 Woodstock Road	5 Tanner Street	Korte Schimmelstraat 12	Workify Africa	7500A Beach Road
Oxford	Bermondsey	1053 SZ	ABC Place	#04-326
OX2 6HT	London	Amsterdam	Waiyaki way	The Plaza
	SE1 3LE		Nairobi	199591
United Kingdom	United Kingdom	The Netherlands	Kenya	Singapore
+44 (0) 1865 985 457	+44 (0)20 7939 7451	+31 (0) 683 334 473	+254 (0) 797 233 217	+65 9114 1439



OXFORD HR
SEARCH FOR A BETTER WORLD

www.oxfordhr.co.uk | Company No. 6456325