

JOB DESCRIPTION

Job Title:	Team Leader
Location:	Mogadishu
Reporting to:	Somalia Programme Manager
Management responsibility (if applicable)	FMS Coordinators, GESI Lead, MERL Officer
Type of position:	National position
Grade and Salary:	A competitive INGO salary will be offered
Contract terms and hours:	Fixed Term (12 months, subject to funding) and 37.5 hours a week.

Background:

Saferworld is an independent international organisation working to prevent violent conflict and build safer lives. We work with people affected by conflict to improve their safety and sense of security, and conduct wider research and analysis. We use this evidence and learning to improve local, national and international policies and practices that can help build lasting peace. Our priority is people – we believe in a world where everyone can lead peaceful, fulfilling lives, free from fear and insecurity. We are a not-for-profit organisation operational countries across East Africa, Central, South and South East Asia and the Middle East and North Africa. Saferworld is committed to providing a safe and trusted environment that safeguards our staff, partners and communities. Our organisational integrity is derived from the values and principles that underpin and guide our work.

Saferworld in Somalia / Somaliland

Saferworld has been working to build peace, good governance and community resilience in Somalia and Somaliland since 2004. With partners, we help community groups to identify and address their own safety concerns, work with local and national institutions, and make recommendations on security policy. We support civil society's involvement, particularly women's and youth groups, in decision-making processes on peace, security and development. We also work with democratic institutions such as electoral management bodies and political parties to help improve the quality of elections and civic and voter education. We also conduct research to identify drivers of conflict within Somalia to help efforts to find peaceful means to address them.

Job purpose:

The Team Leader is expected to provide overall leadership for a Women Peace and Security Project (subject to a successful tender) including overseeing the work of all partners. S/he will ensure the project in a manner to improve women and girls' local security through increasing women's participation in security dialogue at local level, alongside engagement with a variety of security actors. The team Leader will ensure the project builds on the networks and platforms established in the first phase. These networks and platforms are intended to provide a safe space for women to discuss and articulate local security concerns; engage with key security and official stakeholders; develop advocacy and other skills through training; and address specific localised issues through a dedicated micro-grant mechanism.

The project will be led by Saferworld and implemented jointly with up to 4 partners.

Roles and responsibilities:

Consortium, Partnership and project management

- Provide effective and efficient management of the project, including adherence to Saferworld organisational and donor requirements.
- Oversee implementation and achievement of project objectives by the project team and partners.
- Ensure that joint planning, budgeting and reporting are conducted in a timely manner and to quality
- Participate in all consortium steering committee meetings and act as secretary as and when required
- Review, consolidate and share reports/project briefs for sign off before submission to donor and external stakeholders
- Explore and build opportunities for programme growth in the course of implementing current project through quality programme delivery processes.
- Support partner capacity assessment and design of capacity strengthening support interventions
- Be responsible for nurturing and maintaining a robust, honest and transparent relationship with project partners
- Lead in the identification of risks and proactively work with partners to mitigate risk factors against the partnership and project delivery.
- Chair project implementation committee and ensure action points agreed during the meeting are implemented

Monitoring, Evaluation, and Learning support function

- Work with MERL Coordinator and MERL Officer on development of tools, monitoring and learning. Ensure active participation of all partners in all this.
- Ensure critical project reflection and reviews take place on regular basis to inform decision making
- Ensure that project results that can inform the wider Saferworld community are properly documented and shared for usage.
- Review relevant reports, including evaluation reports, and other internal and external resources as necessary to inform project delivery
- Ensure timely response to information requests from project staff, partners and donor.

People Management

- Foster team-based approach to management through participatory decision making, supporting team building events.
- Conduct periodic performance review and provide timely feedback to staff under direct line management.
- Support in the recruitment of project staff as and when required; ensuring compliance to Saferworld recruitment policy and procedure.
- Ensure that staff capacity building needs are identified and action plan developed to address the gaps.
- Provide continuous capacity building, mentoring, and coaching of staff in critical areas to facilitate effective and efficient project delivery.
- Ensure Saferworld Security Protocols are adhered to at all times in the course of project delivery and for the safety of self, team members and Saferworld as an organisation

Organisational support function, Networking and Representation

- Represent the project and Saferworld as an organisation in meetings and provide feedback on issues that needs further attention.
- Develop and maintain collaborative and strategic relationships with relevant government institutions, civil society partners and other stakeholders. Maintain collaborative relationships with other Saferworld staff working on policy and advocacy issues across the programmes as well as within the Policy, Advocacy and Communications teams.

Any other duty may be assigned to the post holder as required by the Line Manager

Key working relationships

Internal: Project Coordinators, MERL Coordinator, MERL Officer, Project partners (Uganda); HR and Operations Manager, Finance Manager; Funding team; Policy, Advocacy and Communications; Programme Support and Learning

External: Donors, WRO networks & working groups, civil society platforms and wider civil society, INGOs, relevant government institutions.

Scope and accountability	
Decision making and limits of authority	<ul style="list-style-type: none"> As per Saferworld existing authorisation matrix
Financial resources	<ul style="list-style-type: none"> Project annual budget
Other resources	<ul style="list-style-type: none"> None
People management	<ul style="list-style-type: none"> 3 Regional Based Coordinators MERL Officer
Legal, regulatory and compliance responsibility	<ul style="list-style-type: none"> Ensure compliance to policies, procedures and practices in the organisation Ensure compliance with national legislation. Where there is contradiction, seek guidance
Person specification	
Knowledge, qualifications and experience	
Knowledge <ul style="list-style-type: none"> Understanding and experience of programming in one or more of Saferworld's core strategic areas: peacebuilding and governance, access to justice, gender, or conflict sensitive development. Sound knowledge women rights' organisation and their role in addressing conflict drivers in Uganda. 	
Qualifications <ul style="list-style-type: none"> Postgraduate degree in gender studies, peace and conflict studies, development studies or relevant training from recognised institutions. 	
Experience <ul style="list-style-type: none"> Sound experience in progressive management in consortium and project management, community security, humanitarian, peace building and/or justice sector. Experience in working with women rights organisations in Somalia Demonstrable experience with project management Demonstrable experience of working with partners in ways that reflect the principles of power-sharing and accompaniment. Familiarity with conflict sensitivity approach, rights-based approach and gender sensitive approach, sub granting Understanding of financial management procedures, budget monitoring, and donor reporting. 	
Skills and abilities	
Skills <ul style="list-style-type: none"> Excellent communication and interpersonal skills Strong analytical and problem skills in a complex project setting Excellent report writing, presentation and facilitation skills in English People management skills in a multi-cultural setting. 	
Abilities <ul style="list-style-type: none"> Ability to work constructively in team environment as well as individually with minimum supervision Ability to link programme work to policy and advocacy processes at the national level Ability and availability to undertake periodical in-country travel to visit projects and programmes and occasional out of country travel. Ability to think critically, strategically and innovatively to improve project delivery Commitment to adaptive programming and working in partnership based on mutual values and respect 	
Personal qualities	
<ul style="list-style-type: none"> Commitment to and compliance with Saferworld's safeguarding principles Commitment to respect and value equality and diversity, and understanding of how this applies to own area of work Commitment to own continuing personal and professional development Commitment to the vision, mission and values of Saferworld 	
Other requirements	
<ul style="list-style-type: none"> The position is based in Mogadishu with regular travel to selected Federal Member States. 	

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