

# Job Advert Form

## DRC WEST AFRICA REGION

Position Title	Regional Economic Recovery Coordinator West and Central Africa, Latin America, and the Caribbean
Supervised by	Regional Head of Programme
Reporting to	Regional Head of Programme
Duty Station	Dakar with travels to other DRC offices of the region
Area of Operation	Region of West-North Africa & Latin America
Employment Period	12 months (renewable)
Type of Contract (Expat/National/Trainee)	Expatriate
Salary & Benefits	Band Non Management F Accompanied position, small family package

### Introduction

The Danish Refugee Council assists refugees and internally displaced persons across the globe: we provide emergency aid, fight for their rights, and strengthen their opportunity for a brighter future. We work in conflict-affected areas, along the displacement routes, and in the countries where refugees settle. In cooperation with local communities, we strive for responsible and sustainable solutions. We work toward successful integration and – whenever possible – for the fulfilment of the wish to return home.

The Danish Refugee Council was founded in Denmark in 1956 and has since grown to become an international humanitarian organization with more than 7,000 staff and 8,000 volunteers. Based in Copenhagen (Denmark) and present in forty countries, the Danish Refugee Council is a non-profit-making, politically independent, non-governmental and non-denominational relief organization.

Our vision is a dignified life for all displaced. All our efforts are based on our value compass: humanity, respect, independence and neutrality, participation, and honesty and transparency.

### 1. Background

DRC has been operating in West Africa since 1998 and in Latin America and the Caribbean since 2011. The DRC **West-North Africa & Latin America (WANALAC)** Regional Office is based in Dakar, Senegal, and covers several countries. Led by the Regional Executive Director, the DRC WANALAC oversees, supports, and provides strategic directions for DRC's Country Offices within the above-mentioned regions. From May 2022, it will include Algeria\*, Burkina Faso, Cameroon, Central African Republic, Colombia, Libya\*, Mali, Niger, Nigeria, Tunisia\*, Venezuela.

The Regional Program Team has a range of technical capacities, including 2 Economic Recovery regional coordinators, one who will cover Sahel and North Africa countries, and one who will cover Central Africa and LAC countries. The share of geographic coverage between the 2 regional Erec coordinators will be decided based on the profile of selected candidates.

### 2. Purpose

The Regional Economic Recovery Coordinator design and support the implementation of DRC's policies and programmes within the Economic Recovery sector through providing strategic directions, technical and quality assurance support, operational guidance, capacity strengthening and troubleshooting.

The overall objective of the Economic Recovery sector is to build the individual self-reliance and resilience of conflict- and displacement-affected people. The sector aims at addressing immediate unmet needs through direct assistance, while supporting people of concern as they strive to recover or develop new means to generate an income. We adopt a holistic, integrated and contextually adapted approach to support such efforts throughout the displacement cycle, with a specific focus on achieving food security, restoring decent and sustainable livelihoods, and improving financial inclusion.

Given WANALAC context and DRC's programming, the Regional Coordinator will focus on the three sub-sectors: food security; livelihoods and financial inclusion. Beyond his/her sectoral responsibilities, the Regional Coordinator is the Cash and Voucher Assistance (CVA) Lead in the region.

Geographic scope: This role has a regional focus and ensures compliance to DRC procedures and guidelines within 5 countries and potential development in neighboring areas covered by the regional office. The Regional Program Team has a range of technical capacities, including 2 Economic Recovery regional coordinators, *one who will cover Sahel and North Africa countries, and one who will cover Central Africa and LAC countries. The share of geographic coverage between the 2 regional Erec coordinators will be decided based on the profile of selected candidates.*

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The role defines the regional sectoral strategy and contributes to the development of country and multi-country strategies, which are translated into action plans and day-to-day tasks.

### 3. Responsibilities

#### Country and multi-country specific support for the areas covered by the position (Central Africa and LAC)

- **Strategic support:** Assist DRC country operations in implementing – and reviewing/updating as required – their strategies for economic recovery, and cash and voucher-based programming, based upon relevant assessments and key stakeholder analysis and consultations.
- **Proposal design:** Support DRC country operations in developing new project proposals, ensuring that proposed design is in line with country-level and regional strategies, and draws on established sectoral and inter-agency good practice, methodology and guidance.
- **Technical support:** provide technical guidance, advice, and support to DRC country and multi-country operations on economic recovery (livelihoods, food security and financial inclusion support), and cash and voucher assistance programming:
  - On assessment, design, set-up, implementation, monitoring, learning, and reporting of higher quality, timelier and more accountable needs, preferences, and market-based economic recovery programming on behalf of IDPs or refugees, and their host communities.
  - Via remote support, field support missions, facilitating exchanges, etc.
  - Acting as reference/focal point answering specific technical questions, providing troubleshooting, and addressing country-specific challenges.
  - Including providing or reviewing methodology, guidance, and tools essential to ensuring predictable, accountable, and high-quality programming.
  - Ensuring programme strategy and design is evolved in line with context and needs, and integrated with other DRC sectors/areas of intervention to the extent possible
- **Set-up:** Upon request, support the set-up of economic recovery support and/or cash and voucher assistance activities at country level – including conducting/coordinating feasibility, needs, preferences and market assessment; modality due diligence/selection and response design; recruitment and training of DRC and partner staff; etc.
- **Capacity building:**
  - Adapt and provide training materials relating to economic recovery programming in line with global interagency and internal DRC resources; provide training, mentoring and capacity building as required, including specifically for DRC country technical focal points
  - Assist countries of operations in designing, organising and facilitating strategic and technical workshops and trainings targeting DRC and partners' staff
  - Support recruitment of technical staff involved in supporting DRC's Economic Recovery programming in the Middle East.
- **Quality assurance:** Visit country programmes, measure quality programming and evaluate impact, cost-effectiveness and relevance of specific programmes; provide mission reports including recommendations for improvements and action plans to be followed up by country Heads of Programme.

#### Regional support

- **Capacity:** Assess DRC country economic recovery capacities and identify technical and/or programmatic gaps relevant to DRC's operational contexts and programming
- **Strategy:** Advise the region and countries on further developing the interface between DRC's economic recovery programming and other DRC core sectors, and the DRC WANALAC strategy, and the DRC 2025 Strategy on which it is based; review and refine regional strategy from an economic recovery perspective as required.

### 4. Required Qualifications

#### Mandatory:

- University degree or equivalent in Business Administration, Law, Economics, or International Development or other relevant experience. An Advanced degree is preferred.
- At least 5 years' experience and success in engaging with bilateral and multilateral donors for an international agency;
- Demonstrable experience working in fundraising and business development in WA countries;
- Demonstrated ability to devise and implement resource mobilisation strategies;
- Proven ability to secure new business opportunities and partnerships;
- Experience working with technical teams to develop program proposals that are funded by institutional donors;

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- Strong networking, representation, and negotiation skills;
- Superior computer skills;

*Desirable :*

- Previous experience in a Central / Western African country

### 5. Required Skills & Qualities

- In this position, you are expected to demonstrate DRC' five core competencies:
  - . Striving for excellence: You focus on reaching results while ensuring an efficient process
  - . Collaborating: You involve relevant parties and encourage feedback
  - . Taking the lead: You take ownership and initiative while aiming for innovation
  - . Communicating: You listen and speak effectively and honestly
  - . Demonstrating integrity: Upholding and promoting the highest standards of ethical and professional conduct in relation to DRC's values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment
- Ability to work in a multinational and multicultural environment
- Proven analytical and critical thinking skills
- Team-oriented & good sense of humor

### 6. General Regulations

The employee shall follow :

- DRC regulations on safety, health, COVID-19 norms and hygiene
- The Code of Conduct and all ethical guidelines, including the Code of Conduct and the Humanitarian Accountability Framework
- Rules for the use of the DRC guesthouse, which is a working accommodation

In addition :

- Employee should not engage in any other paid activity during the DRC contract period without prior authorization
- Employee should not engage in any activity that could harm DRC or the implementation of any project during the DRC contract period
- Employee should not give interviews to the media or publish project-related photos or other material without prior authorization
- Employee shall return all borrowed equipment for the project to DRC after the end of the contract period or upon request

### 7. Application Process

Are you interested? Then apply for this position online: [www.drc.dk/about-drc/vacancies/current-vacancies](http://www.drc.dk/about-drc/vacancies/current-vacancies). All applicants must send a **cover letter** and an **updated CV** (no longer than four pages). Both must be in English.

DRC encourages all applicants to apply and does not practice any discrimination in any recruitment process. DRC provides equal opportunity in employment and prohibits discrimination in employment on the basis of race, sex, color, religion, sexual orientation, age, marital status or disability. However candidates must understand they can't be hired for expatriates positions in their own country (Senegal).

**Closing date for applications: 17 February 2022.** Applications submitted after this date will not be considered.

Due to the urgency of the position, DRC has the right to recruit a candidate who matches the required profile before the above deadline.