

Position Title: **Junior Project Manager**

Duty Station: **Dakar, Senegal**

Type of Appointment: **Fixed term, 6 months with possibility of extension**

Indicative Salary: **Gross Salary 232.000 F cfa**

Estimated Start Date: **As soon as possible**

Closing date: **15 March 2019**

**United Purpose** is a movement of people and organisations that strive to end poverty and inequality across the globe.

We are a leader in community-led development and grassroots innovation. For more than 40 years, we have worked with frontline activists, community organisations and individuals to help people gain agency over their own lives - so they can move *Beyond Aid*.

We take this approach because we believe a person's ability to determine their own future should never be dependent on benevolence or charity, but always within their own control. We use innovation and creativity to make this happen, and we are not afraid to explore new methods to achieve better results.

**Our vision:**

A world where justice, dignity and respect prevail for all.

**Our mission:**

We are United in our Purpose to move people *beyond aid*.

**Summary:**

United Purpose is an international NGO that works to sustainably reduce poverty and improve the lives of some of the world's poorest communities. Established in 1976, the organisation has eight country programmes in Africa, Asia & South America.

In Senegal, United Purpose (UP) has been working expanded to have national reach in Senegal (from an initial 14-year focus in southern Casamance) since the early 2000s, with partnerships across senegal (Ziguinchor, Matam, Louga, Kaolack, Thies and Tambacounda): with a focus on food security, livelihoods, peacebuilding and capacity building of local organizations for more than 14 years. National Office in Dakar, sub-office in Bignona.

United-Purpose is currently working in the child protection and sport for development area named Acting for Respect for the Right of Taliban Children (ARDEN).

The ARDEN project is a pilot project aimed at strengthening the rights of children by improving their well-being, strengthening the learning environment, supporting the Koranic teachers to take care of the children, organizing a Medical follow-up of talibés, integrate French and computer science in the educational environment of talibés children, promote the blooming through the circus using a sport for development framework, the support of livelihood development of womens groups who provide oversight and support to daraas and the learning of manual techniques by youth. The current project is a pilot that may expand to a wider 3-year project.

Area of Intervention: Dakar, commune of Biscuiterie, district of grand-dakar.

This is a junior project manager position for an outstanding young person seeking to develop a career in international development.

### **Responsibilities:**

- Oversee the final phase of the ARDEN project implementation
- Ensure Project spend according to agreed budgets, all accounting/accountability requirements are met.
- Partners are performing well and there is a good relationship with Up
- Support the Partner capacity building in the area needed
- Due diligence with the partner
- Project objectives are being achieved, activities are implemented according to plan,
- All donor reporting requirements for your projects are met (for both narrative and financial reports) with provision of high quality and professional information to donors
- M&E framework in place for project and is implemented. Lessons learned applied and used as basis for expanding the project to phase II
- Contribute to new project development and assist to identify and respond to new funding opportunities and in particular the ARDEN phase II planning.
- Assist in a support role in the development and implementation of other projects implemented from Dakar office as requested by CD or PC
- Represent the organisation on their network and build the partnership with another relevant organisation

### **Requirements:**

- Someone who just finish his master's degree with a high qualification score 14/20
- internship experience within similar sector (NGO/INGO) is acceptable;
- High level writing and speaking in French and English;
- Good understanding of project budgets, financial management and Excel;
- Good IT, communication & problem-solving skills;
- Good interpersonal skills with a patient, flexible & responsive disposition;
- Ability to meet tight deadlines and manage multiple priorities with minimal supervision
- Join 3 references (but if we had 2 who confirmed it 's acceptable)

### **Desirable**

- 2 years' experience in either child protection or sport for development field
- Knowledge of the 'Talibe' problematic in Senegal
- Training, planification

### **Submission Contact:**

If you are interested send an email to this address [awa.diop@united-purpose.org](mailto:awa.diop@united-purpose.org) to receive the application form