**Role Profile**

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| **Overview** |
| Role | Country Director |
| Main Purpose | To provide inspirational leadership for the team in Ethiopia through sound management of quality programmes, developing donor relationships, ensuring evidence-base and sound risk management processes. This will enable Hope for Justice to grow and maximise opportunities to end modern slavery in Ethiopia.  |
| Department | Executive |
| Location | Ethiopia |
| Reporting To | International Programme Director |
| **Key Result Areas** |
| * Hope for Justice in Ethiopia will have a clear strategic direction and strong operational management in line with Hope for Justice’s mission statement, values, operating principles and strategy.
* Hope for Justice will have a clear profile within Ethiopia which will enable advocacy for slavery issues and engagement in the public domain.
* Hope for Justice will have strong reputation and relationships with international donors, institutions and INGOs.
* New programmes will be developed through analysis of the context and needs assessments.
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| **Main Duties** |
| **Executive**1. Provide overall leadership of Hope for Justice Ethiopia by supporting the culture and values of the organisation
2. Represent Hope for Justice to international donors, institutions, INGO’s and national authorities in Ethiopia through:
	1. regular liaison with key stakeholders
	2. collaboration and sharing expertise
	3. participating in networks and workshops
3. Take responsibility for in-country strategic planning, business planning, designated proposal writing, budgeting, and fundraising in support of the programme operations
4. Explore new business development opportunities and funding streams within Ethiopia
5. Contextualise research findings to the work of Hope for Justice to ensure all programmes are evidence-based through:
	1. personal reading
	2. attending conferences and research forums
	3. participating in international webinars
	4. utilising M&E data and external evaluations.
6. Ensure that, through the effective recruitment, training and management of staff the country programmes achieve the organisation’s mission.
7. Oversee the management and coordination of financial, administrative and monitoring and evaluation activities in Ethiopia to ensure that projects meet targets and outcomes within budget and reports are delivered on time.
8. By working within the framework of our operating principles and values, developHope for JusticeEthiopia’s capacity to deliver services that:
9. prevent children/youth from migrating and being exposed to slavery, exploitation and abuse
10. rescue victims of slavery and exploitation maintaining their dignity and safety
11. provide interventions that are of the highest quality with the optimum impact to restore the lives of victims and strengthen their families
12. reform Ethiopian society through advocacy and awareness raising.
13. Understand and sympathise with the Christian ethos of Hope for Justice and promote that ethos when called upon.

**Child Safeguarding**1. Ensure that Hope for Justice Ethiopia operates within the recommended practice for safeguarding children and vulnerable adults in its care.
2. Maintain policies, procedures and systems that provide the requisite safeguarding measures for children accessing our services.
3. Facilitate regular training for staff in the area of Child Safeguarding to keep the organisation in line with latest developments and research in this area.

**Administrative**1. Chair monthly Senior Management Team meetings and ensure minutes are recorded and followed up.
2. Participate in monthly Executive meetings.
3. Ensure Hope for Justice’s All Staff Meetings are shared with the team.

**General*** Uphold and work within Hope for Justice’s policies and procedures, including Equal Opportunities, Health and Safety and Child & Vulnerable Adult Protection policies.
* Promote Hope for Justice’s core values of Honoring, Openness, Professionalism and Empowerment across the organisation and partners
* Undertake any other duties, as appropriate to the post, as delegated by the Executive
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| **Soft Skills** | **Technical Skills** |
| * Leadership
* Creative problem solving
* Emotional intelligence
* Collaboration
 | * Project Management
* Administration
* Technical writing
* Data analysis
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| **Experience & Education** |
| * Masters or PhD in an appropriate field (social work, psychology, management, international development)
* At least 5 years’ experience working as manager of a large project or NGO
* At least 3 years’ experience working overseas in development or child-focused programmes
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