

GIZ Program Manager

Job Advertisement

Starting date: as soon as possible

Salary: £55,000

Contract: 1 year (Project basis, with possibility to extend)

Location: London, United Kingdom

Application Closing date: Midnight 15 Sept 2019
GMT



The Better Cotton Initiative (BCI) is a multi-stakeholder Standards System set up to make global cotton production better for the people who produce it, better for the environment it grows in and better for the sector's future. The Better Cotton Standard System is a pragmatic, innovative, highly credible and constantly evolving system that is designed for scale and impact. There are 2 million licensed BCI Farmers and over 1,500 BCI Members from across the cotton sector working together to promote measurable and continuing improvements for the environment, farming communities and the economies of cotton-producing areas.

BCI is growing and looking for an ambitious and process focused individual to manage the GIZ funded program in Maharashtra with two of our key implementing partners. The goal of the program is to improve farming practices leading to more sustainable and higher cotton yields in Maharashtra with the specific objective to enable 140,000 cotton farmers in the Indian state of Maharashtra to be trained in Better Cotton farming practices and seek licensing as BCI farmers in the 2019-2020 season.

Funding will be managed in collaboration with Better Cotton Growth and Innovation Fund (GIF), which was launched in 2016 by BCI to enable private and public actor participation in strategic investments into the Better Cotton projects and propel BCI towards its 2020 targets of reaching five million farmers and producing 30% of global cotton.

A designated project team will be established within BCI to oversee general progress, manage data collection at farm-level (where this data may not be routinely collected through the BCI programme team) and ensure high-quality documentation and reporting to GIZ.

The position is in the Implementation Team and is 80% focused on the GIZ funded program and 20% focus on other Implementation management.

Role

Reporting to: BCI Director of Implementation

Posts this job manages: GIZ Project Coordinator based in India (line management). GIZ Project Team members (matrix management): BCI M&E Officer in India, GIZ Project Accountant in Europe

The GIZ Project manager will oversee the implementation of the GIZ funded project to the Better Cotton Growth and Innovation Fund (GIF) and manage the grant to ensure donor

GIZ Program Manager

Job Advertisement

compliance. The Manager will work closely with BCI's Strategic Partner, IDH, and different teams within BCI (Implementation, Standard and Assurance, Development).

Responsibilities

Management of GIZ funded programs (80%)

Project Management

- Support high-quality programme implementation during project lifecycle, by supporting monitoring of indicators, outputs and outcomes, value for money, and project evaluation and lessons learned in close coordination with the project team and close oversight of the relationship with implementing partners.
- Organise monthly check in calls with core working group (GIZ project team, India management, Development team) to ensure programme milestones are on track.
- Organise quarterly Project Group meeting including facilitating meetings and ensure documentation is maintained of all meeting decisions and discussions.
- Monitor the implementation of the project and project costs by Implementing Partners and coordinate sourcing information from Partners (as per signed agreements or ad-hoc) and provide Partners with reciprocal information from BCI.
- Line management of Project Coordinator based in India including providing oversight and support where needed.
- Working closely with the project accountant to ensure that required tendering processes are followed and project level expenses are fully tracked and documented
- Working closely with the India M&E officer to ensure baselines and other key tracking of project outcomes are delivered

Oversight of delivery of the BCI Assurance Programme in India for the funded implementing partners in scope of the grant

- Managing the overall execution of the Assurance Programme in accordance with Global Assurance Protocol. Supervise the delivery of Assurance Programme activities conducted by GIZ Project Coordinator.
- Provide timely information on unique challenges or opportunities in the India cotton farming context.
- Identify risks or issues affecting BCI Assurance Programme delivery in India (including performance of partners and verifiers), and escalating these proactively to the Global Assurance Managers.
- Support Training and Capacity Building of BCI's Implementing Partners (IPs) in scope identifying gaps and opportunity areas for improvement.
- Working with GIZ Programme Coordinator, Producer Unit Managers, and BCI's Monitoring & Evaluation team to ensure high-quality field-level data is collected annually from funded partners

Oversight of delivery of the BCI Capacity Building Programme in India for the funded implementing partners in scope of the grant

GIZ Program Manager

Job Advertisement

- Oversee the quality execution of Capacity Building Programme activities in line with Grant agreement.
- Ensure project team members carry out quality Capacity Building activities
- Ensure funded Implementing Partner access Capacity Building workshops, field training of trainers pilot workshops, and project support visits.
- Support GIZ Project Coordinator with relationship management at the project-level.

Grant Management

- Maintain overview of all donor requirements, rules and regulations, and internal and external deadlines and disseminate them to Implementing Partners and project team
- Oversee external donor audits and donor monitoring visits, in coordination with country team, and relevant functions.
- Ensure all reporting commitments align to existing M&E protocols and the cotton season annual cycles.
- Lead donor reporting by coordinating, compiling, editing and providing feedback to ensure the development of high-quality narratives and timely submissions including narratives, budgets, budget narratives, work plans, logframe and other required documents before sending for sign off.

Together with the Head of Development act as a focal point to donor queries and ensure the Development Team is included in all engagements with the donor.

Other

- Undertake all other duties that may be determined by the line manager and that are compatible with the job description.
- Maintain and ensure a culture of strict confidentiality - inter BCI staff and between BCI staff and non BCI employees.
- Develop generic project communications materials as required.

Implementation Management 20%

Working closely with Director of Implementation, country management, M&E and Standards & Assurance to ensure quality field level implementation. This would involve:

- Participating in global calls and meetings, occasional field visits
- Taking on thematic challenges
- Ensuring buy in across the organisation

GIZ Program Manager

Job Advertisement

Profile

To be successful, candidates for the GIZ Program Manager will have the following attributes:

Essential
University degree, or equivalent higher education qualification, in a relevant field
Demonstrated experience with project management, monitoring and evaluation
Demonstrated experience working in multi-cultural environments, including different working styles and approaches to relationships, preferably gained through work with or for an international organisation
Demonstrated experience of line and/or matrix management
Demonstrated experience in monitoring project budgets and donor reporting
Proven ability to partner effectively internally to ensure successful completion of a program or project
Proven ability to collaborate effectively across different teams and cultures, strong relationship building skills and service-oriented attitude
Experience leading or coordinating collaborative programs involving multiple partners
Excellent analytical and problem-solving skills with a proactive approach to finding and proposing solutions to challenges within clearly defined boundaries
A genuine interest sustainable development and in working to change the lives of cotton farmers globally
Advanced IT skills across the MS office package, including ability to work with databases.
Proven experience in sustainability and the agricultural production sector
Desirable
Experience working with remote teams
Experience of working in both not-for-profit and profit-making organisations
Experience of working within the cotton sector

Working arrangements

The position is full time (40 hours a week) and will be based in our office in London or Geneva. The GIZ Program Manager will receive a one year contract with possibility to extend.

BCI offers flexible working, with core hours being 10am – 4pm.

Applications

Interested applicants with the required attributes are asked to email a CV (2 pages maximum) and a motivational letter (1 page maximum), in English, to: recruitment@bettercotton.org by 15 **September 2019**.

We thank all applicants for their interest. Please note that due to the large volume of applications we receive, only candidates shortlisted will be contacted. **Shortlisted candidates will be required to complete an online critical thinking skills test on a rolling basis with the first round of interviews scheduled September 18 – 25, 2019.**

BCI is currently unable to provide sponsorship for work permits, and candidates need to have a pre-existing right to work in the location where they will be based.

BCI is an equal opportunity employer and is committed to good practice and transparency in the management of natural, human and financial resources.