



POSITION DESCRIPTION

**One Girl is looking for an Africa
Regional Director. Is it you?**

ONE GIRL

AFRICA REGIONAL DIRECTOR

One Girl is on the hunt for an Africa Regional Director (ARD) who will lead and grow our girl-focused education programs in Sierra Leone and Uganda. Our dream candidate is an energetic change-maker who sees solutions, not problems. As a people person, the new ARD will thrive off actively engaging with a range of stakeholders from a community to global level with a focus on adolescent girls' education.

The ARD will provide direction and leadership to our Sierra Leonean country office, and seek out new partnerships with other non-profits across Sierra Leone, Uganda, and other potential regions that are outlined in our global strategy. The ARD will also develop meaningful relationships with our partners through regular communication, technical support, and joint project monitoring. The new ARD will share our value of delivering high-quality, girl-led programs and will possess considerable skills in monitoring, evaluating, and learning. This involves communicating all learnings and progress through regular communication and financial reporting to the One Girl HQ in Australia.

To make sure we have high-quality programs in both Sierra Leone and Uganda, 30% international travel is required throughout East and West Africa annually. This position is a new role in the One Girl family, based in Freetown, Sierra Leone. It will report to the International Programs Director (based in Australia) and will manage a team of three staff in Sierra Leone. This is a rare opportunity to join our young, fast-growing organisation and the Africa Regional Director is in a unique position to be a part of an innovative movement to design and deliver transformative programs for girls.



RESPONSIBILITIES

Partnerships

- The ARD will collaborate with One Girl's International Programs Director (IPD) to manage external partnerships, foster strong relationships, and lead on joint monitoring of programs.
- Scope out new potential partners and complete due diligence including capacity assessments and site visits, under direction of IPD.

Programs

- Supervise program manager and field officer and ensure program outputs and outcomes are met.
- Lead the development of new programs and proposals, in alignment with One Girl's strategy.
- Working closely with IPD, co-develop successful grant proposals for public and private donors and ensure diverse, flexible and sustainable funding for One Girl's program.

Operations

- Responsible for the day-to-day running of office and ensuring all policies and procedures are properly implemented. This includes training of staff and compliance with local governance.

Financial Management

- Responsible for developing the Sierra Leone country office budget and overseeing financial management, ensuring high standards of transparency and accountability to our donor base.

Human Resources

- Manage a small team of Sierra Leonean staff and volunteers and oversee all recruitment, compensation and performance reviews.

Monitoring, Evaluation and Learning (MEL)

- Oversee all MEL activities in Africa and supervise independent consultants for impact evaluations and research projects.
- Develop quarterly planning and reporting system with team and global HQ and communicate regularly with IPD, working on solutions and improvements.

Advocacy, Media and Communications

- Act as the representative of One Girl through engagement of the media in Sierra Leone.
- Contribute content on current affairs relevant to our work and actively engage in advocacy forums and networks in Sierra Leone and Uganda.

At One Girl, we believe that ***every girl*** on the planet ***has the right to an education.***

No matter where she is born, how much her family earns, what religion she adheres to or what her culture says, ***every girl deserves the opportunity to learn,*** grow, and be the best she can be.

We're on a huge mission to change the world, one girl at a time.

We know ***we can't do it*** alone – and that's why ***we need you!***

ONE GIRL



YOUR VALUES AND COMPETENCIES

You're not afraid of a challenge.

A messy situation excites you. You don't see problems, but an opportunity to get creative and brainstorm solutions. You can think strategically with ease and don't let little bumps along the road get you down.

You're a great communicator.

From narrative-driven proposals to engaging emails and friendly conversations, your fantastic communication skills mean everyone knows exactly what you're talking about.

You've got initiative.

You get that things move fast and you're not fazed by that. You anticipate needs and can identify gaps that need addressing. You don't wait for someone to tell you to do a task – you just get it done. In your eyes, the glass is always half full. You are a positive person who lifts people up. You create a great environment and value your staff and their work-life balance.

You're a creative thinker.

You think outside of the box and aren't afraid to present ideas, solutions and new concepts that will help One Girl grow and enable more girls to access education.

You're a juggler.

You're able to juggle multiple tasks, areas of focus, and competing priorities with ease. You're cool, calm and collected in the face of deadlines, and you can produce quality work even when under the pump.

EXPERIENCE AND QUALIFICATIONS

1. A minimum of three to five years experience in an operational role that covers program management, finance, administration, MEL, and operations.
2. Proven ability to scope, broker, and manage partnerships, and demonstrated capability to distil complex ideas to a wide range of audiences.
3. Experience working in Africa in a development or humanitarian organisation, preferably in gender equality or education.
4. Master's Degree in international development or similar field with a proven understanding of the international aid and development sector or equivalent work experience.
5. Experience in managing a team and proven ability to supervise programs through entire project cycle in one or more of these areas: education, gender equality, sexual and reproductive health and rights, and women's empowerment.
6. Ability to identify and resolve problems and make recommendations aligned with One Girl's values and strategy.
7. Highly developed budget and financial management skills as well as exceptional writing skills and attention to detail, and proven success in grant proposal writing to public and private donors.
8. Strong skills working with institutional donors such as USAID, DFAT, DFID, and EU.

9. Fluency in written and verbal English with competency in a language such as: Krio, Luganda, Swahili, Arabic or French highly regarded.

10. Understanding of gender transformative and participatory asset-based programming would be a great advantage.

TIME COMMITMENT AND SALARY

This is a full-time position of 40 hours per week based in Freetown, Sierra Leone. The contract will be for a two year commitment based in Sierra Leone with up to 30% international travel.

The annual salary is \$30,000 USD with the following benefits:

- Airfare to Sierra Leone from home country to commence position (if outside Sierra Leone).
- One annual airfare to home country (if not Sierra Leonean resident).
- Paid 4 weeks vacation leave.
- Comprehensive health, personal injury and travel insurance.
- Accommodation upon arrival until permanent residence is found, and potential to reside in country offices if suitable and desired.

Is this the role for you? Head [here](#) and upload your CV and Cover Letter. Apply as soon as possible! In your Cover Letter, tell us why you're the Africa Regional Director of our dreams, and specifically address how your experience and values align with the responsibilities outlined in this PD. If you have any questions about this role please contact careers@onegirl.org.au.

We look forward to hearing from you!