



Vacancy Announcement DEPP Lab Project Director

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| Organization | Adeso - African Development Solutions, www.adesoafrica.org and the AIM-DEPP Lab Consortium |
| Position Title | DEPP Lab Project Director - Kenya |
| Reporting To | Head of Programs |
| Working With | DEPP Lab Project Team |
| Program/Duty Station | Nairobi, with frequent visits to DEPP Lab sites in Garissa and Marsabit |
| Duration | One (1) Year (Renewable) |
| Starting Date | Immediately |

ORGANIZATIONAL CONTEXT

Adeso is a humanitarian and development organization that has been changing the way people think about and deliver aid in Africa for over 25 years. Adeso works at the grassroots level to ensure that development comes from within, not outside, African communities. The strength of our relationships with stakeholders is the strength of our programming approach.

Together with communities, humanitarians, donors, government and local authorities, we work towards our vision to bring positive change to the way in which aid is delivered. By listening to communities and responding to the needs that they value the most, Adeso works alongside African communities to co-create programs that develop sustainable outcomes and lasting change at the grassroots level.

MasterCard International was established in 1966 as a cooperative of US banks in order to create the basic infrastructure and governance to allow bank credit cards to be issued by individual banks with limited geographical reach but be accepted by merchants nationally and eventually globally. The MasterCard Labs for Financial Inclusion is the seventh in a series of MasterCard Innovation Hubs and it is also the first Lab in Africa and the first to focus exclusively on financial inclusion.

With the support of the Bill and Melinda Gates Foundation, the Lab seeks to impact more than 100 million people by bringing together MasterCard's innovation and global financial inclusion capabilities under one roof, combining these with local expertise and insight.

The iHub, founded in 2010, is a globally-recognized organization that is deeply steeped in the local tech innovation culture. The iHub has been both the main catalyst for regional tech acceleration and a role model for tech hubs across emerging markets. They serve the tech community, by connecting organizations and people, building market relevant solutions and being ahead of the curve of innovation. Since its founding iHub has supported the creation of more than 100 startups, employed more than 1,000+ individuals, and reached more than 200,000 people through communications outreach.

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iHub strives to become the best African support system for ICT-focused tech entrepreneurs and individuals who aspire to tackle large-scale challenges by creating an environment of trust and experimentation that facilitates the growth of entrepreneurs and their companies with the acknowledgement that this is only possible with strong partnerships. IHub ensures it uses a culture of inclusivity to include those traditionally left out in society.

The three agencies of the AIM Consortium/DEPP Lab Consortium have a combination of more than 50 years' experience connecting organizations and people, building market relevant solutions and being ahead of the curve of innovation. Community connectedness is one of the Lab's key advantages.

We are able to convene a community around the issues of disaster, emergency preparedness and innovation. We continuously invigorate a vibrant community of innovators and entrepreneurs able to build globally competitive companies, while solving the myriad of problems present in Africa and across the developing world. We develop people by providing an environment that allows them to visibly grow in their technical and non-technical skills, and critically, act as a connector, allowing world captains in business and technology to meet with aspiring entrepreneurs fresh from high school.

DEPP LAB PROJECT

The DEPP Lab project is a 22 months project being implemented by the AIM-DEPP Lab Consortium whose objective is to increase preparedness and resilience of disaster-prone communities in Garissa and Marsabit counties of Kenya by drawing on their deep knowledge of pastoralist.

The Consortium will undertake activities to meet the objective by utilizing the Consortium members' in house experience in managing labs and proven innovation methodology as well as experience in disaster management. The project will build up communities' capacities to identify and evaluate the risks related to natural disasters and innovative mitigation measures to address these gaps.

The Consortium will identify and reinforce existing disaster coping mechanisms and refine new contingency measures emerging from the target communities. The Consortium will also ensure participation of rural communities at the village level rather than focus on urban issues, as an innovation labs need to.

POSITION SUMMARY

In the context of organizational growth, the DEPP Project Director will be expected to take DEPP Project Consortium from the project output level to the overall program output level through a results framework process of impact determination.

The DEPP Project Director will have overall leadership and management responsibility for the DEPP Project being implemented in Marsabit and Garissa counties in Kenya.

This position requires demonstrated ability to oversee the project and develop new programming areas/projects through practical, appropriate and innovative systems and methodologies. This is an excellent opportunity for a dynamic individual to contribute to and be part of an innovative program of very vibrant humanitarian, Fintech and information management agencies that offers real and sustainable solutions to vulnerable communities and which seeks to reach out to more Kenyans.

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POSITION PURPOSE

The position is based in **Nairobi**, and reports directly to the **Head of Programs** at the Headquarters in Nairobi, Kenya.

Program responsibilities include:-

- Leadership and project strategy development
- DEPP Lab programmatic and technical management
- Budgeting and resource Planning
- External relations and new business development
- Projects Human Resources management

SPECIFIC ROLES AND RESPONSIBILITIES

- Lead on the implementation of the DEPP Lab Project in Garissa and Marsabit counties.
- Overall establishment and management of the DEPP Lab Project including recruitment of field staff where necessary.
- Responsible for ensuring efficient and smooth running of the offices and coordination between sub-offices, HQ and other projects.
- Responsible for the appropriate management, use and security of all assets.
- Responsible for ensuring strict compliance of HR, Finance and operation policies, procedures and relevant donor regulations.
- Oversee the DEPP Lab Project budget and monitoring expenditure.
- Oversee the daily activities of the project in all locations and ensure proper monitoring for informed reports and improved quality of programming.
- Report on DEPP Project's monthly activities undertaken and prepare donor reports as per contract.
- Work collaboratively with DEPP Project staff and stakeholders to strengthen program components.
- Any other duties as required within the level and authority of this position.

SKILLS AND QUALIFICATIONS

- Post graduate degree, in Social Sciences, International Development, Project Management, and/or Public Administration – essential.
- A minimum of five (5) years' senior management experience managing multiple projects and programs in emergency and development environments – essential.
- Experience in managing a program(s) of not less than \$5 million – essential.
- Strong organization skills, with experience with Project Management tools and methodologies.
- Strong Monitoring and Evaluation skills required, in particular for the development and analysis of baseline information, assessments and monitoring tools.
- Relevant overseas experience in development and humanitarian context is required.
- Experience of Human Resources management at a field level including distance management experience.
- Must be experienced in representing organizations, speaking publicly and expressing him/herself well.
- Experience in budget management and knowledge of financial procedures required.
- Must have excellent written and analytical skills in English, including presentation generation and delivery as well as financial and other analysis techniques.
- Must have experience in understanding donor requirements, writing reports and preparing program proposals.

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- Knowledge of working with or handling innovation labs will be an asset.
- Must have the ability to network with relevant stakeholders.
- Ability to multi-task and effectively handle stressful situations.
- Proficiency in computer applications such as word processing, spreadsheets, power point, etc.

APPLICATION PROCESS

This is a challenging opportunity for a dedicated and highly motivated professional. If you would like to join this dynamic team, please submit your application to jobs@adesoafrica.org, quoting “DEPP Lab Project Director - Kenya” in the email subject matter, by **30th June, 2017**.

Each application should be addressed to HR Manager and include the following:

- An updated CV with updated contact details: Phone No., Email Address and Skype ID; and
- An application letter which should include cover letter, previous remuneration history and expected remuneration and contact information for three work-related referees.

Applications not including all of the above information will not be reviewed. Only short-listed candidates will be contacted. Adeso is an equal opportunity employer and does not discriminate based on one's background, beliefs, gender or sexual orientation.

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