



Exciting career opportunity

USAID Youth Empowerment and Skills (YES) Program

Name of Position: Chief of Party (COP)

Location: Dar es Salaam, Tanzania



Background

The Tanzania Youth Empowerment and Skills (YES) Program will support the Government of Tanzania to increase the empowerment, productivity, and community engagement of youth through an integrated cross-sectoral Program. Tanzania YES is a four-year education and youth program supported by the United States Agency for International Development (USAID). The objectives will allow youth to become actors in their own well-being and become agents of change and will be tailored to out-of-school youth aged 15-25. This program will be implemented in three to four regions that include Zanzibar and Dar es Salaam and up to one or two in the following regions: Southern Agricultural Growth Corridor of Tanzania (Iringa, Morogoro, Njombe, Mbeya) and Lake Western Zone (Mwanza, Shinyanga, Mara, Kagera).

Position Summary

KPMG Advisory Limited (KPMG) is currently seeking qualified candidates for the position of **Chief of Party (COP)** for an anticipated USAID/Tanzania Youth Empowerment and Skills Program. The COP will provide leadership, managerial and technical support throughout the implementation of the project and will be responsible for the administration, program management, performance monitoring and technical implementation and oversight of all program activities. The COP will serve as the principal institutional liaison to the Tanzanian Government and USG and is expected to have regular communication with the Agreement Officer's Representative. The COP is responsible for ensuring compliance with policies and procedures and USG rules and regulations. The COP is responsible for ensuring sub-awardee compliance and monitoring quality of program implementation.

The position will be based in Tanzania. Recruitment is contingent upon successful award of the project and the selection of final applicant is subject to USG approval.

Roles and Responsibilities:

- Provide overall management, strategic direction, and technical leadership to the project to achieve expected project results within budget and timeframe.
- Responsible for the overall planning, implementation, and management of the project as well as the achievement of the goals and objectives of the project in a timely and cost-effective manner.
- Serve as principal liaison to USG and the Tanzanian Government and ensure high level of coordination and nurture relationships with all key stakeholders including partner organizations/at national and regional level, on administrative, financial and programmatic matters related to the project.
- Liaise with USG partners and other donors and implementing agencies to ensure coordination of and synergy with other USG activities.
- Oversee report preparation and submission to meet USG and corporate reporting requirements to document program performance and monitor overall award compliance.
- Lead preparation of annual work-plans, project activity updates, and other project-related communication and reporting materials.
- Oversee a team of senior technical, program and finance staff and ensure clear roles and responsibilities and lines of communication are maintained amongst the team members.
- Supervising all project staff, including ensuring that field staff regularly prepare and update performance data.
- Represent the project at regional, national and international forums, including technical conferences, policy briefings, etc.
- Ensure timely, high-quality, and complete submission of work plans, quarterly and annual reports, financial reports, and any other reports required by USG.
- Oversee the identification of technical assistance needs at national and regional level to be supported to improve performance towards achieving the goals and objectives of the National Strategic Plan.
- Oversee management systems for the cost-effective implementation of all project activities.
- Develop suitable scopes of work for the engagement and execution of technical assistance contracts as needed.
- Remain abreast of the changing social, political, economic and cultural environment in Tanzania to identify risks to programme implementation and develop risk mitigation strategies.

Qualifications and experience

- Master's degree in international relations, education, social science, political science, or another appropriate field.
- A minimum of 10 years of experience with progressively increasing responsibility designing, implementing, managing and leading large development programs involving multiple partners, stakeholders and geographic target areas in a developing country.
- Experience in cross-sector programming preferably in Tanzania.
- A minimum of three years prior experience as a Chief of Party or similar leadership role of similar size and complexity.
- Management experience with a USG funding mechanism and familiarity with USG agreement regulations preferred.
- Demonstrated ability through previous experience leading a technical activity through evidence and data driven decision making.
- Demonstrated ability through previous experience to establish and maintain productive working relationships with a wide network of partners and stakeholders.
- Demonstrated ability through previous experience to liaise with senior government officials, dignitaries, executives of NGOs, FBOs, CBOs, and the for-profit business community, and senior members of the donor community.
- Excellent interpersonal, writing and oral presentation skills in English and working knowledge of Kiswahili is preferred.
- Relevant computer software skills, including at a minimum MS Office.

This job posting summarizes the main duties of the job. It neither prescribes nor restricts the exact tasks that may be assigned to carry out these duties. This document should not be construed in any way to represent a contract of employment. Management reserves the right to review and revise this document at any time.

Due to the short timeline for this opportunity, we ask you to send your CVs in by **20 March 2022** to idasrecruit@kpmg.co.tz Please indicate the title of position you are applying for in the subject of the email and in the cover letter.

kpmg.com/socialmedia

