



ASSISTANT COUNTRY DIRECTOR- ACD PROGRAM

Job Summary

Assistant Country Director - Programs (ACD-P) ensures that CARE Ecuador's programs contribute to CARE's 2030 vision and strategy. A major emphasis in this position is a strong resource mobilization and program technical leadership role by establishing a robust and diverse donor funding base and that programs are properly implemented fulfilling quality standards and accountability along with delivering the desired impact in reducing poverty and social injustice.

Job Responsibility 1: Resource Mobilization – 30%

Co create and lead a constant and successful resource mobilization strategy. Produce innovative, ambitious, and significant program proposals for submission to both public and private international donors and non-traditional sources such as private-sector organizations, foundations, or high net-worth individuals in order to enhance CARE's capacity to multiply impact in Ecuador. Cultivate productive relationships with public donors and the private sector and foundations both for programming and for donor potential. Generate, grow, and maintain a portfolio of long-term development and humanitarian projects aligned with CARE's vision.

Job Responsibility 2: Program quality and development management -30%

Ensure CARE programs and projects achieve the expected goals with excellent programmatic quality, the highest possible impact, and efficient use of operational resources. Ensure sound management of financial and other program resources, including the review and approval of financial reports, approval of cash and procurement plans. Organize and manage matching funds, when required. Responsible for overseeing the development, testing and implementation of innovative and appropriate program approaches. S/he will develop and strengthen relationships between CARE CO and local Civil Society and Associations.

Job Responsibility 3: Monitoring and evaluation for impact measurement & knowledge management, reflective practice and learning -15%

Ensure that the CO program remains dynamic, with opportunities for innovation and personal growth by promoting a culture of, and mechanisms for, reflective practice and learning at all levels. Creates space for learning and reflection in the CO where it is safe to question our accomplishments and where inquiry and questioning are rewarded.

Job Responsibility 4: Staff management – 15%

Day to day supervision and management of all direct reports. Ensure establishment and functioning of a strong, effective, and coordinated Program team. Proactively address performance issues through regular, constructive, and honest feedback and coaching. Help identify promising talent in programs and project and organize personal growth opportunities.

Qualifications

Master's Degree and Bachelor's degree in related field (International Development, Social Sciences, Education, Development Research, Business/Strategic Management, Economics, Development Policy etc.)

10 years of experience as a team leader and program manager in both humanitarian and development programs. Experience and demonstrated success in fund-raising and maintaining relationships with various donors.

Bilingual (Spanish and English).

Technical skills:

- Bilingual (Spanish and English).
- Supervising M&E programs and setup.
- Quality program, planning, budgeting, fundraising and resource mobilization.
- Demonstrated experience in designing innovative programs,
- Writing high quality proposal Spanish and English with a good win rate track record.
- Project management
- Experience and knowledge of operationalizing a rights-based approach
- Experience and skills in organizational change processes