

# VACANCY

## GENERAL:

Winrock International is a nonprofit organization dedicated to improving the lives of underprivileged men, women, and youth around the world. Our experience includes training women and youth in job skills, granting educational scholarships, and building the capacity of local organizations and individuals to address issues such as poverty, unemployment, child labor, trafficking, and social/gender inequalities. By linking local individuals and communities with new ideas and technology, Winrock is increasing long-term productivity, equity, and responsible resource management to benefit the poor and disadvantaged of the world.

1. **POSITION TITLE** : **Project Director**  
**REPORTS TO** : Group Vice President, Empowerment & Civic Engagement and designated Program Officer  
**LOCATION** : Kathmandu, Nepal

## POSITION SUMMARY:

The Project Director is responsible for the overall management and implementation of a country project whose objective is to reduce or eliminate child labor and its worst forms through education alternatives both formal and non formal. The position will be responsible for overall project management, supervision, and implementation of the requirements of the project, and establish and maintain systems for project operations; ensure that all cooperative agreement deadlines are met and targets achieved. The Director ensures that the project works in full coordination with government stakeholders and international donors working in education or child labor prevention areas – particularly the International Labor Organization/International Program for the Elimination of Child Labor (ILO/IPEC) and ministries of Labor and Education. The Director will supervise all project staff and ensures that all project and financial reports are met.

## Specific Responsibilities include but are not limited to:

- Overall project management and start up
- Sign contracts and legal documents (with prior approval of HQ)
- Lead development of program strategies and set priorities
- Ensure sustainable approaches and implementation
- Coordinate with the US Embassy and DOL as designated by the Home office
- Coordinate with other stakeholders
- Maintain regular interaction with the key ministries and the ILO/IPEC and other stakeholders and implementers
- Identify and nurture synergies with other US Government and UN-funded projects
- Oversee and provide technical direction
- Manage project staff
- Facilitate sound project implementation and reporting
- Maintain financial oversight over all activities in this project including those of subcontractors
- Maintain open and regular communication between the field office and the US home office team
- Ensure that monitoring and evaluation systems are in place

## QUALIFICATIONS:

- Knowledge of exploitative child labor issues and experience in the development of formal, non-formal and vocational education and children removed from exploitative child labor and worst forms of child labor
- Minimum 5 years of professional experience in a leadership role (Director, Country Representative or Chief of Party) in implementation of child labor and/or complex basic education programs in developing countries such as: Education policy; improving educational quality and access; educational assessment of disadvantaged students; development of community participation in the improvement of basic education for disadvantaged children; and monitoring and evaluation of basic education projects
- Experience working with officials of ministries of Labor and Education and working on child labor policies highly desired
- Experience fostering public-private partnerships and private sector resource mobilization highly desired
- Masters degree or higher in Education, International Development, Economics, Political Science; or related field; Programmatic experience highly desired in gender, human trafficking, HIV/AIDS, child labor and/or public health issues
- Fluency in English required, and fluency in Nepali highly desired
- Willingness and ability to commit to being at post within 30 days of award. Award is anticipated near September 30, 2009

## HOW TO APPLY:

Qualified and interested persons should submit a cover letter and resume by email only no later than June 20, 2009 to Cindy Martin at [cmartin@winrock.org](mailto:cmartin@winrock.org) with a **mandatory Subject Line according to post applied for: Project Director, Monitoring & Evaluation Specialist / Education Specialist**. Winrock would like to graciously thank all applicants for their interest and response but only those candidates who meet all requisite criteria and are short listed will be contacted.