

- Identify and build partnerships with Platforms and channels for recruitment for firms/ factories part of the project.
- Assess the working conditions and identify women workers challenges.
- Work on community level to strengthen women workers' skills in collective engagement
- Provide guidance in identifying participatory solutions for women's recruitment and retention in selected firms.
- Tailor training programs aimed at improving the work environment within industrial facilities
- Build and maintain long-term relationships with the private sector partners.
- Provide guidance and technical advice in developing strategies of mobilizing men as allies at work and household level.
- Provide direct technical support and advisory support for highest quality delivery of interventions in collaboration with the CARE short term experts and CARE Egypt technical staff

2. Strategic Planning and Direction:

- Advise the Private Sector Team Lead on priority initiatives and strategic direction of the program under the "recruitment and retention" result.
- Ensure, that objective planning is aligned and activities are mutually reinforcing
- Lead planning, and guide and manage implementation, of activities- under to increase recruitment and retention for women, as defined in the program contract and approved work plans, as they may be amended from time to time.

3. Project Management:

- Ensure that all activities are executed in a timely manner in close cooperation with all stakeholders and program staff. Illustrative tasks include but are not limited to:
- Set up appropriate planning and management processes and tools for the team, with clear responsibilities and timelines
- guide, and support members of field staff.
- With MEL team ensure the collection of performance data, monitoring and evaluating performance, and identification of lessons learned.
- Contribute in a timely manner to program annual work plans, MEL plans and reports, success stories, newsletters, reports (weekly, quarterly, and annual), and routine requests from USAID and the program implementer.

4. External Representation and Communication:

- Participate in regular meetings with USAID, business and private sector partners and wider sector representatives, government counterparts, other local stakeholders, COP/DCOP, and other program staff as required and as per delivery plan

Position Relationship with Other Parties

Internal Relationship	External Relationship
<ul style="list-style-type: none"> Other programs at CARE Egypt Foundation. CEF Program support unit. Technical colleagues at CARE International (CI) Project management unit for the Women's Economic and Social Empowerment Program, led by Pathfinder 	<ul style="list-style-type: none"> Businesses and Private Sector firms targeted by the Program Businesses, recruitment networks and platforms Government officials Peer Organizations. Representatives of Partner organizations Donors, especially USAID representatives

Working Environment

The position follows the normal working environment of the organization.

Indoor: 70%

Outdoor: 30%

Working Hazard: Low

Working Days: 5 days

Days Off: 2 days

Working Hours: 8 hours

Position Dimensions

POSITION DIMENSION	
Level of Authority	Judgement After Referring to Supervisor
Budget Control	Make Expenditure on a Predefined Budget
Budget Amount	From 1 to 25 Million EGP
Hiring Authority & Promotion	Coach New Employees
	Does Not Supervise Employees
	Does not Participate in the Promotion Cycle
	Conduct Technical Interview
Consequence of Error	Impact Own Team

Job Requirements

Education:	<ul style="list-style-type: none"> Master's degree in International Development, Economics, Business Management and/or related field is preferred.
Experience:	<ul style="list-style-type: none"> Minimum of 8 years of recent and progressively-challenging experience working in international development. Prior experience working in a private sector environment desirable Prior experience in working in donor funded-programs desirable . Experience with two or more of the following: gender, gender-based violence, women's participation in the labor market, or private sector engagement. Experience with one or more of the following cross-cutting approaches: gender equity and female empowerment and employability, youth empowerment, and social accountability and governance.
Computer Skills	<ul style="list-style-type: none"> MS Office
Languages:	<ul style="list-style-type: none"> Fluency in written and spoken Arabic and English.
Competencies & Skills	<ul style="list-style-type: none"> Proven leadership skills. Demonstrated experience recruiting, developing, and managing staff. Demonstrated ability to build and maintain relationships with host governments, donors, other donor-funded projects and stakeholders, local organizations, and partners. Experience managing programmatic and financial reporting requirements. Previous experience in Egypt is required

Reports

Report to Donor(s) according to donor regulation in collaboration with the Women's Economic Empowerment & Private Sector Team Lead and the Chief of Party

Signatures

		Date
Employee		
Manager		
Human Resources		