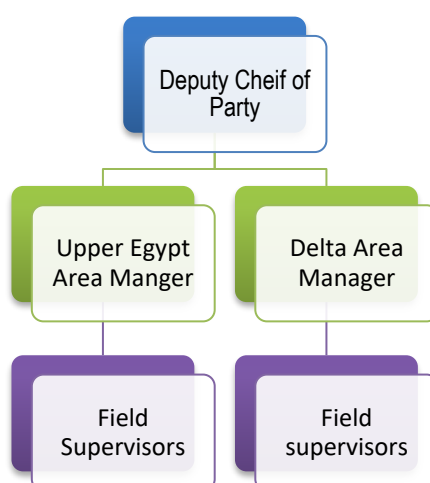


Position Name (Title) :	Delta/Upper Egypt Managers	Position Level:	12
Reporting to (Title) :	Deputy Chief of Party	No. of Direct Reporters:	2-3
Version:	01	Sector /Department/Section :	

Position Reporting Lines



Main Job Purpose

- Successfully and efficiently lead the implementation of all the projects activities in the region(Delta or Upper Egypt) under supervision of the deputy Chief of Party to achieve the outcome for program and feed into the organization strategic objectives.

Objectives

- Manage the implementation of all project's activities in the region to ensure efficiency and effectiveness.
- Heavily contribute to the achievement of the EAWG goal.
- Ensure creating very fruitful work environment between staff, Community based organizations and NGOs, and stakeholders.

Accountabilities

1. Plan, manage and closely monitor the implementation of the project plan to ensure timely and accurate reporting for project achievements /challenges to the Deputy Program Director and donor.
2. Manage, coach, and guide the supervisors to ensure the quality of work through NGOs and CBOs.
3. Identify, create, manage, and maintain productive partnerships and networking with different stakeholders at the local and national levels to maximize the impact of EAWG efforts at the local and national levels.
4. Check data and conduct field visits to ensure the accuracy of data and to guarantee project implementation is on track according to annual and donor plans. flag best practices and lessons learned to the MEL director for tracking.
5. Effectively manage and monitor the region's budget to ensure spending rates are within the safe range according to the committed budget in light of CARE's and donor policy and procedures.

6. Support in the development of new project proposals and concept notes by providing needed technical and financial inputs.
7. Collaborate with EVAWG support team members to ensure smooth project operations and align all the processes and procedures with CARE's and donor policies.
8. Support the DCOP and COP in initiating and maintaining strategic and diverse relationships & and networking with stakeholders to ensure that the EVAWG and CARE remain a partner of choice.
9. Timely and perfectly meets CARE and donor reporting requirements with high quality and accuracy level and ensure

Position Relationship with Other Parties

<u>Internal Relationship</u>	<u>External Relationship</u>
<ul style="list-style-type: none"> Other programs. The EVAWG team members COP DCOP Support unit in CARE (HR, IT and Procurement) Communication Unit MEAL Team 	<ul style="list-style-type: none"> Peer Organizations. CBOs and NGOs. Stakeholders Government Officials Consortium Partners Donor.

Working Environment

The position follows the normal working environment of the organization.

Indoor: 70%

Outdoor: 30%

Working Hazard: Medium

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 100,000 to 200,000 EGP
Hiring Authority & Promotion	Coach New Employees
	Supervises Two - Three Employees

	Does not Participate in the Promotion Cycle
	Approve Hiring New Employees
Consequence of Error	Impact Own Team
CARE Skills	Level 5

Job Requirements

Education:	Required: <ul style="list-style-type: none"> BSc of relevant degree A higher degree in Management or projects Management is a plus
Experience:	Required: Previous experience in development, Familiarity with community development, partners capacity building At least 3 years of experience in a project managerial position
Computer Skills	<ul style="list-style-type: none"> MS Office with a high proficiency in teams, zoom and power point
Languages:	<ul style="list-style-type: none"> Very good English & Arabic
Competencies & Skills	<ul style="list-style-type: none"> Highly level of leadership skills High capability of operational decision-making Planning and organizing Negotiation skills Problem-solving Reports writing

Reports

Signatures

		Date
Employee		

Manager		
Human Resources		