

# Job Description for Managing Director

<b>Job Title:</b>	Managing Director	<b>Date Prepared:</b>	September 2014
<b>Job Description:</b>			
<p><b>Position Overview</b></p> <p>FANRPAN seeks to recruit an experienced, dynamic, innovative and service-oriented professional for the position of Managing Director for The Improving Nutrition Outcomes through Optimized Agricultural Interventions (ATONU) project, to be implemented over a six-year period, ending in December 2020. The ATONU project seeks to improve the nutrition of smallholder farm families and poor households through tailored nutrition sensitive agriculture programs that ultimately benefit women of child bearing age and children in the first 1000 days of life. The focus countries are: Ethiopia, Nigeria and Tanzania and either Ghana or Uganda.</p> <p>The selected candidate will be an integral part of the senior management team of FANRPAN, and will participate actively in the development and implementation of strategy. S/he will be responsible for assessing, leading, planning and managing the execution of the project. This provides an exciting challenge for candidates with relevant experiences and zeal to use their know-how and personal qualities in a not-for-profit research and development institution committed to food security and poverty reduction in the developing world.</p> <p>The position will be based at FANRPAN's Regional Office in Pretoria. The selected candidate will be expected to travel extensively to the project focal countries, regionally and internationally. S/he will report directly to the Project Director / CEO of FANRPAN.</p>			
<p><b>Specific duties of this position include:</b></p> <ul style="list-style-type: none"> <li>• Planning and coordinating project activities in conjunction with the consortium members, and across in-country engagements with country coordinators and work package managers;</li> <li>• Maintaining a strong business partnership and on-going dialogue with partners to fully understand project strategies, goals, and objectives in order to meet the project beneficiaries' needs;</li> <li>• Managing the project staff including hiring, training and supervision. S/he will be expected to support Work Package Managers in the management of consortium members, country implementing partners and outsourced service providers who deliver products and services;</li> <li>• Overseeing the development of project strategies (communication, partnerships, gender and environmental sustainability framework);</li> <li>• Ensuring that the cross cutting thematic areas within FANRPAN, i.e; gender and environmental sustainability are mainstreamed effectively in all the four ATONU work packages;</li> <li>• Maintaining an integrated program portfolio. Overseeing all aspects of project management including requirements gathering, work planning, communications, risk assessment and management, issue resolution, expense tracking, and change management;</li> <li>• Continuously monitoring, evaluating, and improving the efficiency and effectiveness of project implementation activities, procedures and client satisfaction across areas of responsibility, and reporting these to FANRPAN's senior management and the Project Steering Committee;</li> <li>• Ensuring the financial stability, viability and healthy evolution of the project aligned with state-of-the-art practices at not-for-profit institutions through proper resource planning and management including recommending and implementing corrective actions;</li> <li>• Participating as an active member of the FANRPAN Management Committee which is responsible for</li> </ul>			

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assisting in the making of strategic decisions.

**We are seeking candidates with the following academic qualifications, skills and attitudes:**

- Minimum MBA in International development, business, management, economics or related development field and preferably PhD;
- Ability to lead, coordinate and manage a large, complex team from multiple organizations;
- Demonstrated leadership in the field of managing food security, agriculture, or nutrition and related development programmes;
- At least 10 years of relevant professional experience in developing countries (preferably Africa) and experience in agriculture, nutrition, or food security at regional and/or international level preferably in the NGO sector;
- Ability to conceptualize complex problems into analytical and operational frameworks;
- Experience in project and personnel management including: oversight of strategy development; development of quality written documents, publications and reports;
- Demonstrable experience in resource mobilisation, managing projects, budgets, resources and staff;
- Experience with research institutes and large donor-funded development organizations will be a distinct advantage;
- Excellent interpersonal and communication skills; experience working and interacting with a variety of stakeholders and demonstrate ability to collaborate well across disciplines and key collaborative institutions or partners;
- Fluent written and spoken English.

**FANRPAN is an equal opportunity employer. It fosters a multicultural work environment that values gender equality, teamwork, and respect to diversity. Women are encouraged to apply.**

<b>Job Location:</b>	Pretoria, South Africa	<b>Company Industry:</b>	International NGO Agricultural Sector
<b>Job Role:</b>	Project Managing Director	<b>Joining Date</b>	Applications will remain open until the posts are filled
<b>Employment Status:</b>	Full-time	<b>Employment Type:</b>	Contract
<b>Monthly Salary Range:</b>	Market Related	<b>Manages Others:</b>	Yes

**Note:**

- The shortlisted candidates will be required to undertake various tests including general medicals, skills tests and psychometric assessments to ensure fitness for purpose.
- They will also be required to present three referees who can attest to their professional competencies.

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<b>FILL IN FOR POSTINGS</b>			
<b>Please send application by email to:</b>			
<b>Name:</b>	The Chief Executive Officer	<b>Email:</b>	<a href="mailto:policy@fanrpan.org">policy@fanrpan.org</a>
<b>Address:</b>	Private Bag X2087, Silverton	<b>Country:</b>	South Africa
<b>City:</b>	Pretoria	<b>Zip/Postal Code:</b>	0127
<b>Phone:</b>	+ 27 (0) 12 804 2966	<b>Fax:</b>	+ 27 (0) 12 804 0600
<b>Internal URL:</b>	www.fanrpan.org	<b>Closing date:</b>	21 <sup>st</sup> November 2014

***Please note that only short-listed candidates will be contacted***