

Spark MicroGrants

Spark MicroGrants (www.sparkmicrogrants.org) is a young, rapidly scaling organization pioneering a new approach to international aid. Spark proactively reaches out to infrastructure-poor villages as well as vulnerable groups and helps community members and participants to design, implement, and manage their own social impact projects. Since July 2010, we have mobilized over 74 communities in Rwanda, Uganda and Burundi to manage social impact projects including schools, health clinics, income generating activities and more.

Country Director Job Description

Spark MicroGrants is seeking a Country Director to join our growing team in Uganda. The Country Director will be responsible for leading the in country Spark staff, managing and delivering Spark's vision and strategy within the country through delivering quality programs. The Country Director will be the primary link between the groundwork and external actors as well as build and manage high-level partnerships. The Country Director must be well poised as a leader and be able to take ownership over in-country successes and challenges. The Country Director will gain an immense amount of programmatic and partnership building experience while driving a young program to scale. The ideal candidate must be highly motivated, independent, and excited by the chance to make a difference in the early stages of a growing organization.

Responsibilities and Duties will include:

- Strategic Planning and Vision (10%): Leading organizational strategy and direction.
- Leading fundraising and partnership development efforts (40%): Develop and build on existing partnerships with relevant organizations, institutions and networks to further the strategic objectives of Spark. Serve as a spokesperson for Spark in public engagements. Develop strategic relationship with the Government of Uganda and relevant ministries.
- Developing and guiding the Country Leadership Team (35%): Oversee the management of the country's team, including fostering collective ownership of key organizational processes. Manage and support the professional development of the Program Managers, Finance Manager and M&E Officer in support of high performance against objectives. Take the lead in recruitment of all senior management appointments, ensuring that organizational staffing is appropriate for the delivery of the national strategy.
- Overseeing the management of finances, operations, human resources and programs (15%): Ensure that procedures are being followed. Ensure that organizational resources are utilized in a transparent and accountable manner that delivers value for money. Ensure adherence to national legislation and policy, and foster an open and learning oriented working culture. Ensure that programs are high impact and aligned with the organizational strategy.

Qualifications and Personal Qualities

Essential

- Degree in relevant subject and Masters or relevant work experience
- At least four years senior management experience in fundraising, programs, finance, operations and/or human resources ideally in the development sector
- Demonstrated success in fundraising and partnerships development
- Substantial senior level leadership skills and management experience
- Proven experience building, leading and developing a team of senior staff with different backgrounds and expertise
- Proven experience in managing growth and rapid organizational change
- Flexibility and independence in travel and working
- Experience of building personal networks at a senior level, resulting in securing new opportunities for the organization
- Experience of solving complex issues through analysis, definition of a clear way forward and ensuring buy-in from the team
- Superior organizing skills, including ability to multi-task, work on various projects simultaneously, and manage responsibilities effectively
- Fluent in written and spoken English
- Excellent interpersonal, written and verbal communication
- Commitment to Spark MicroGrants values and culture and strong desire to build support for locally-led development
- Experience in distance management and working with multiple offices
- Willingness to travel nationally and occasionally in the region/internationally
- A very positive attitude is a must!

Preferred Skills:

- Experience in Eastern Africa strongly preferred
- Ability to speak Lugandan and Lugisu (an advantage)
- Good understanding of program, financial and operational management processes
- Good understanding of key trends in international and humanitarian development
- Experience in private sector engagement
- Experience in policy engagement and working with government stakeholders

Position: Uganda Country Director

Location: Mbale, Uganda

Deadline for applications: May 9th 2014

Preferred Start Date: June 2014

Initial Contract Details: 2-year time commitment

Compensation: Salary, educational stipend, housing, international health care and international airfare will be provided.

Please email hr@sparkmicrogrants.org with your CV and cover letter and you will be sent an application form to complete. In the subject line please enter: **Uganda Country Director**. We look forward to hearing from you!