

REGIONAL TECHNICAL HEAD OF PROGRAM

PRESENTATION

Humanity & Inclusion (HI) is an independent and impartial international solidarity organization that intervenes in situations of poverty and exclusion, conflicts and disasters. Working alongside people with disabilities and vulnerable populations, it acts and bears witness to satisfy their basic needs, improve their living conditions and promote respect for their dignity and fundamental rights.

Outraged by the injustice faced by people with disabilities and vulnerable populations, we aspire to a world of solidarity and inclusion, enriched by our differences, where everyone can live with dignity.

HI has missions in about 60 countries, 7 of them in Latin America.

On the continent, HI is present in Bolivia, Colombia, Cuba, Ecuador, Haiti, Peru, Venezuela and Honduras implementing projects at national and regional level.

The projects implemented by HI or through its partners in Latin America are organized into three axes: (i) health (mental health and psychosocial support, rehabilitation, sexual and reproductive health and rights), (ii) protection (protection against violence, inclusive disaster risk management, humanitarian demining and comprehensive mine action, conflict transformation); (iii) inclusive education and livelihoods (inclusive education, economic and financial inclusion). HI also seeks to provide humanitarian logistics services, in support of humanitarian organizations and the humanitarian system.

For more information about the organisation: <http://www.hi.org>; <http://www.hi-lac.org>

MISSIONS/SPECIFIC RESPONSABILITIES

OBJECTIVES OF THE POSITION

Under the responsibility of the Regional Director, the Technical Head of Programme contributes to the implementation of Humanity & Inclusion's mandate and 10-year strategy within his/her programme. He/she is the driving force behind the programmatic development of social missions within his/her technical scope and ensures that the quality and impact of the projects implemented in the programme are optimised, in line with the priorities defined in the Technical Strategies. The Technical Head of Program is responsible for a team of specialists (Technical Field Specialists, Business Developer, MEAL, Advocacy).

Mission 1: Management

- a. Exemplary Manager: embodies HI's values on a daily basis, and is a role model.
- b. Meaningful manager: understands the strategy, makes it explicit, translates it into operational objectives for the team, leads the necessary changes. Gives meaning to each management action. Encourages inter and intra departmental exchanges of practice. Encourages innovation and risk-taking.
- c. Operational Manager: organises the operational management of his or her team, structures the work around identified processes, steers performance, and facilitates problem solving.
- d. Manager 1st HR&Coach: contributes to the development of its employees, creating the conditions to enable their commitment, their professionalism and their attachment to HI. Ensures compliance with the code of conduct of institutional policies, the state of mind and the expected individual and collective behaviour.

Mission 2: Strategy and management

- a. Proposes the development of the programmatic framework of the programme's StratOp, based on an analysis of the sectoral context and following the StraTechs and Development Plans of the Emergency, Atlas and Impact-Innovation/Information divisions, in conjunction with the operational teams.
- b. Ensures the deployment of cross-cutting approaches within programming, promotes cross-sectoral synergies and intervention themes.
- c. Proposes the design and evolution of the programme's technical support, based on the skills of the technical specialists and technical profiles assigned to the projects, and according to the key priority sectors and the skills of the project managers.
- d. Contributes, at least once a year, (regarding its projects and data) to the annual monitoring of the StratOp and to the planning of the following year's programmes (i.e. support missions and evaluations).
- e. Ensures the MEAL part of the Operational Strategy, pilots the related action plan and the strategy monitoring tool.

Mission 3: Development of the social mission and programmatic vision

Defines the programme's funding strategy for new themes or innovations in existing sectors, ensures the development of opportunities for each theme within its scope, proposes the geographical development of HI sectors, and ensures the conformity of the technical proposal with nexus issues.

- a. Provides support to the Regional Director and Country Directors/Managers in considering the development of new value propositions (including needs assessment, feasibility, strategic alliances, major contracts.).
- b. Contributes to the development of the fundraising strategy, in coordination with the Country Directors/Managers / Operations Manager / Business Developer Manager / Grants Management Officers, and support the affiliated countries in the development and implementation of their fundraising plans.
- c. Leads the transformation of financial opportunities into projects.
- d. Produces and drives the design of major projects (multiple countries, one or more themes) or new projects in the region.
- e. Identifies and develops regional or local partnerships and/or consortia with NGOs, institutions, companies on technical priorities or important themes in the region.

Mission 4: Quality standards and expertise with the MEAL and technical profiles of the Programme

- a. Controls and monitors the technical quality and relevance of HI activities within its scope:
 - Ensures that project managers receive appropriate technical and methodological guidance and support from MEAL team members and specialists based at headquarters or at programme level.
 - Ensures quality control of projects and the programme and raises alerts and recommendations.
 - Follows up the implementation of recommendations from support missions, evaluation or audit, as appropriate.
 - Ensures a local sectoral watch and collects good practices.
- b. In connection with the MEAL missions:
 - Ensures the improvement of the quality of project management processes, as defined by the Planning Monitoring and Evaluation (PME) policy
 - Leads the improvement of HI's response, including the implementation of impact and effect measurement tools.
 - Establishes mechanisms for accountability to beneficiaries.
 - Ensures the appropriation of programmes and HI's frameworks and learning methodologies globally.
 - Supports the monitoring of projects.
- c. Ensures that specialists develop a local professional channel/talent pool and contributes to the animation of the professional channel of the technical divisions and the MEALs.
- d. Ensures the development of research and innovation projects in the region, when appropriate.
- e. Ensures deployment and compliance with global frameworks, institutional policies and standards.

Mission 5: Ensure external representation and promotion of HI's expertise in its field

- a. Represents HI's expertise in all relevant networks (including clusters).
- b. Supports the specialists and the PD in the representation towards partners, institutional donors and authorities.
- c. Contributes to advocacy (including evidence-based) on specific issues, in line with the StratOp and federal advocacy priorities.
- d. Contributes locally to communication messages, in line with the StratOp and federal communication priorities.

Mission 6: Emergency preparedness and response

Leads the emergency preparedness actions in his/her department and, in case of emergency, reorganizes the priorities of his/her team according to the humanitarian imperative, in order to ensure a rapid and effective response from HI.

Other duties assigned to him by his immediate supervisor that are not incompatible with his position and that are not detrimental to his other duties and working conditions.

PROFILE SOUGHT/OTHER SKILLS

Skills Knowledge	Know-how (practice)	Interpersonal skills and attitudes
<ul style="list-style-type: none"> ▪ Master or Academic degree in Management, Economics, Social Sciences or similar related to the mission of the position. ▪ At least 8 years of professional experience in the management of teams in International NGOs. Proven experience in Bus Dev, Technical and Operational Coordination ▪ Successful experience in methodological support for project design and management as well as modelling ▪ Training in Project Cycle Management and Results-Based Management ▪ Experience in project cycle management (proposal and reporting) ▪ Knowledge of major institutional and private donors in development / nexus / humanitarian. ▪ Proven working knowledge of humanitarian principles 	<ul style="list-style-type: none"> ▪ Excellent written and oral communication ▪ Manager 2.0: Expected competencies and behaviours: Knowing how to help team members (Objectives and assessments; Feedback), Knowing how to position yourself so that things can move forward (One team; Leadership; Roles and responsibilities; Decision making; Risk taking), Knowing how to simplify and prioritize (Deciding not to; Adjustment effort; structuring) and Back to "Why?" ▪ Managing and leading multicultural and multi-sector, face-to-face and remote teams. ▪ Management practices and continuous improvement ▪ Analysis (geopolitics, environment, relationships) and ethical positioning. ▪ Negotiation and representation (internal and external) 	<ul style="list-style-type: none"> ▪ Agreement with the HI vision, mandate, values and strategy ▪ Ethical values and constructively critical mindset ▪ Leadership: inspires, motivates, leads by example, makes and takes decisions ▪ Benevolent (shows confidence / recognizes achievements) ▪ Practices and promotes autonomy (delegates and motivates) ▪ Cooperative/collaborative (ask for feedback/listen to the organization) ▪ Accountable (internally/externally/with governance) ▪ Diplomatic ▪ Strategic thinker. ▪ Bold ▪ Innovative. ▪ Show initiative /proactivity ▪ Resilience to stress

<ul style="list-style-type: none"> ▪ Desirable experience implementing project with/for people with disabilities ▪ Experience with risk management (safeguarding, anti-fraud / corruption security, money, donors, etc.) ▪ Enhanced security management, risk and context analysis. ▪ Experience in partnership development ▪ Verifiable knowledge of Spanish (C1 min.). Second language English (C1 min.) required. Desirable: French (B2) 	<ul style="list-style-type: none"> ▪ Anticipation skills 	<ul style="list-style-type: none"> ▪ Capable of self-evaluation (listen and seek improvement) ▪ Pragmatism, adaptability with agility
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CONDITIONS

Type of contract: Indefinite

Duration: Indefinite

Nº of vacancies: 1

Location: The selected person may be based in Bogota, Colombia / Caracas, Venezuela / Lima, Peru / Tegucigalpa, Honduras.

Starting Date: 01/06/2025

Salary: Confidential in accordance with the salary ranges established for that position.

HOW TO APPLY:

Those interested in applying for this position should send their HV to convocatoria-colombia@colombia.hi.org indicating in the Subject : **REGIONAL TECHNICAL HEAD OF PROGRAM**

Maximum date of application: 04/04/ 2025

IMPORTANT NOTE :

“All job applications will be treated with the strictest confidentiality and must comply with the policies of (Disability, gender and age; PEASS, anti-fraud and corruption, child protection and code of conduct). As an organization that promotes the inclusion of people with disabilities in the workplace, HI encourages this group of people to apply for this position. If you wish to request reasonable accommodation during the application process, please send an email to convocatoria-colombia@colombia.hi.org indicating in the body of the email to our recruitment team to provide reasonable accommodation to the application”.

