



## Head of Programmes – MENA £50,000 to £70,000 pa

London, UK (with frequent travel likely)

Global Partners Governance (GPG) works with political institutions around the world to promote representative politics and effective governance. Our work supports politicians, ministers and officials in some of the world's most complex political environments to develop and manage the process of change in their institutions.

In response to GPG's expanding work in the MENA region, we are creating a new role as Head of MENA Programmes, and seeking a dynamic individual who combines the ability to manage people, projects and budgets, with astute political analysis and adaptiveness. GPG's projects in Arabic-speaking countries currently include Iraq, Sudan, Lebanon, and Kuwait, with the likelihood of further expansion in the Gulf and Levant in the near future.

### Role and tasks

The Head of Programmes - MENA will lead the delivery of our MENA portfolio, providing strategic direction to the projects and developing new business opportunities. This will include:

- Project delivery: Ensuring quality control over project delivery; overseeing and coordinating country project teams; quality assuring financial management of projects and managing relationships with funders.
- Line management: Provide direction to, coordinate and oversee project teams, and coordinate the work of our senior consultants (GPG's Associates) across projects.
- Project content: Provide detailed advice and guidance on the delivery of projects to those teams, adapting to political events as they occur, and ensuring continued progress.
- Represent GPG to stakeholders: International travel related to delivery of projects, managing client relationships, business development and conferences related to GPG's work.
- Research and writing: Contribute to our expanding Research Unit for GPG's publications related to the MENA region, ensuring the quality of internal reporting to funders, and occasionally contributing to external publications.
- Business development: Identify opportunities to grow and extend GPG's work in the MENA region, including through partnerships with new organisations and funders.
- GPG strategy and direction: As a member of GPG's senior management team, the role will work closely with the Director and Board Chair on the overall strategy and direction of the organisation.

### Person Specification

We do not have a specific profile in mind for this post but are looking for applications from candidates who can demonstrate their ability to work with senior politicians, ministers and officials, think creatively to manage political problems, and combine adaptiveness with clear strategic focus.

Key skills will include:

- Significant experience of managing projects, people and budgets, preferably in an international and/or political context, and will need to demonstrate evidence of:
  - Line managing of individuals and teams of staff and consultants.

- Managing budgets and financial reporting for projects in excess of £100,000 pa.
  - Managing relationships with clients/funding agencies.
  - Ensuring that projects deliver against indicators.
  - Coordinating the efforts of staff and consultants around a clear central project strategy.
  - Adaptability to unexpected events, whilst ensuring continued project progress.
  - Experience of working in the MENA region.
- Knowledge of political, economic and social developments within the MENA region. Specific knowledge of the countries within which GPG works (Iraq, Sudan, Kuwait and Lebanon) would be a distinct advantage.
  - Familiarity with political economy analysis techniques and evidence of political problem-solving in complex and sensitive environments are desirable.
  - Ability to manage monitoring and evaluation frameworks for governance projects and understanding of the central principles and techniques of adaptive management.
  - Ability to engage with senior political and government stakeholders in a variety of settings, including communication and interpersonal skills, and to represent GPG to a range of senior stakeholders in government, politics and donor agencies.
  - Proven ability to research and write in clear and concise fashion.
  - Arabic language skills would be highly desirable but are not essential for this role.

#### How to apply

Please send the following to [recruitment@gpgovernance.net](mailto:recruitment@gpgovernance.net). The subject line of your email should be “Application Head of Programmes – MENA 23 YOUR NAME”

- CV (max 2-page). The filename of your CV should be “Head of Programmes - MENA 23 YOUR NAME cv” (required)
- Short cover letter, stating why you feel that you are well suited to this position. The filename of your cover letter should be “Head of Programmes - MENA 23 YOUR NAME cover.” (required)
- Equal Opportunities Monitoring Form (optional)

If you have any queries regarding this position, please email [recruitment@gpgovernance.net](mailto:recruitment@gpgovernance.net).

For more information on Global Partners Governance, please visit [www.gpgovernance.net](http://www.gpgovernance.net)

#### Terms and conditions

- **Deadline for applications:** 25 August 2023.
- **Length of contract:** Permanent
- **Working hours:** full time, 37.5 hours per week

Global Partners Governance is committed to improving the diversity of our workforce through the attraction, retention, and development of a diverse range of talented people, and particularly welcome applications from underrepresented groups.