



SUPPORT FOR PEACE & EDUCATION DEVELOPMENT PROGRAMME

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20th 09/2021

JOB DESCRIPTION

Job Title	Strategy and Partnership Director
Vacant Position	1
Duty Station	Juba, South Sudan
Position Reports to	Chief Executive Director
Position Responsible for	Strategy, Partnership and Resource Mobilization
Position Opened for	International
Duration	12 Months (extendable)
Applications Closing Date	07 October 2021

50.4.3

Approved

Labour HQ

20/9/21

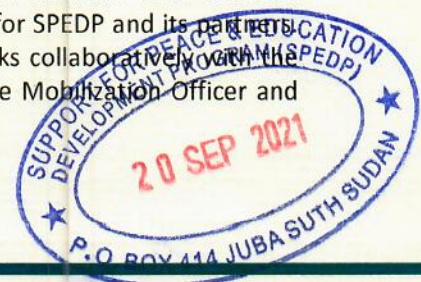


Background

Support for Peace and Education Development Programme (SPEDP) founded in 2007. The Ministry of Justice and Constitutional Affairs registered the organization on 25th May 2009 under Reg. No. 456 and by SSRRC in April 2011 under Registration No. 114. The Ministry of Internal Affairs also registers SPEDP in Uganda on 30th September 2016 under Registration No. 0146. SPEDP has a presence in eight States of South Sudan, including Central Equatoria, Eastern Equatoria, Western Equatoria, Northern Bahr-el-Ghazal, Western Bahr-el-Ghazal, Unity, Upper Nile and Jonglei. SPEDP has reached over 500,000 households (returnees, internally displaced people and host communities) in South Sudan through its (1) Resilience Building; (2) Humanitarian Response; (3) Health and Nutrition; and (4) Research and Innovation. SPEDP is currently implementing two projects in Northern Uganda specifically targeting South Sudanese refugees. SPEDP aims to establish an inclusive and transforming society that lives in peace and dignity. The mission of SPEDP is to build resilience and empower communities towards durable solutions to their civic and socio-economic challenges.

Job Summary

SPEDP is seeking a highly motivated **Strategy and Partnership Director** to work in our Juba, South Sudan Head Office. This position will report to the Chief Executive Director (CED) and serves as member of the organization's senior management team. The **Strategy and Partnership Director** is primarily responsible for the management, growth and development of strategic funding relationships both existing and new Donors. The role will leverage current key partnerships whilst building and assessing new partnerships. The **Strategy and Partnership Director** has primary responsibility for operationalizing the need to identify and cultivate partnerships for advancing the organization's work. The **Strategy and Partnership Director** will focus on the acquisition of new funding opportunities. The role will include all aspects of fundraising, resource mobilization and relationship management, including working with relevant internal and external stakeholders, with the aim to deliver mutually beneficial outcomes for SPEDP and its partners. The **Strategy and Partnership Director** is highly motivated and works collaboratively with the Programme Director, Operations and Compliance Director, Resource Mobilization Officer and senior management team. It is an expatriate position.





Primary Responsibilities

Partnership and Resource Development

- Develops and implements a partnership strategy to increase the reach and impact of our ongoing efforts in advancing SPEDP's focus areas.
- Coordinates the management of ongoing relationships with existing partners, and, where relevant, leverages those relationships to greater collective impact.
- Conceptualizes new strategic initiatives that could be built around or benefit from corporate, foundation, INGOs, government, bilateral organizations or other partnerships.
- In conjunction with members of the SPEDP's SMT and the broader SPEDP team, expands and diversifies the funding base to advance SPEDP's major initiatives and existing collaborations.
- Drives a relationship management Programme to support partners and government agencies.
- Identifies possible sources of financial support, establishes new relationships, and submits proposals as needed.
- Maintains affiliations and memberships in organizations, which foster professional growth and/or furtherance of the SPEDP mission.
- Works with Programme and Finance staff to complete quality grant applications.

Strategic Operational Planning

- Plays an instrumental role in developing SPEDP's revenue and stakeholder engagement strategies, working closely with the Chief Executive Director, Board of Directors, senior management team, Programme and finance team members, and volunteers of influence.
- Assesses and prioritizes opportunities according to SPEDP's Strategy Plan 2021 – 2025.
- Ensures timely and accurate strategic partnerships and management activities.
- Ensures a deep understanding of how SPEDP supports its donors as well as government funders.

Management and Supervision

- Collaborates with the Chief Executive Director to coordinate SMT staff recruitment.
- Provides ongoing guidance and training to Programme staff.
- Develops documents, communicates, and maintains organizational policies and procedures.
- Provides leadership and support to staff for events and initiatives that advance the SPEDP long-range development plan.
- Leads research, analysis and accountability related to SPEDP's intellectual properties.

Outreach and Advancement

- Develops systems and procedures in support of the identification, engagement and development of strategic partnerships.



- Analyzes and track key metrics to identify trends and highlight issues in stakeholder needs and funding in the near to medium term time horizon (one to five years).
- Projects and promote SPEDP's initiatives to new audiences, partners, and supporters.
- Develops and manages reporting and financial tracking of strategic partnership activities.
- Stewards the SPEDP brand; determines direction for messaging to stakeholders, and provides final approval for communications and visibility materials.
- Serves as a spokesperson for the organization.



Work Environment

- Work is primarily performed in an office setting and requires the ability to routinely use standard office equipment such as computers, phones, photocopiers, and access filing cabinets.
- Requires the ability to adjust vision and focus to review documents and spreadsheets.

Qualifications

- Master's degree and at least 15 years of related work experience required.
- 10 years of experience in fundraising, resource mobilization and partnership building is required.
- Five years of Programme, management experience is preferred.
- Proven track record in strategic thinking and operational planning in related areas required.
- Experience developing and implementing strategic plans required.
- Experience building and managing a high-performance team required.
- Highly motivated for success and working toward SPEDP's mission and financial goals required.
- English proficiency required.

Competencies

- Strategic Vision: Sees the big, long-range picture. Must be a strategic visionary.
- Planning and Organizing: Coordinates ideas, resources and staff to achieve goals and results. Must possess the ability to make independent decisions, follow instructions, and accept constructive criticism.
- Organizational and Political Knowledge: Uses knowledge of the organization and political climate to solve problems and accomplish goals.
- Organizational Alignment: Aligns the direction, services, and performance of a Programme or operation to the rest of the organization.
- Leadership: Promotes organization mission and goals, and shows the way to achieve them.
- Influencing Others: Gets others excited about and committed to furthering the organization's objectives. Must possess exceptional interpersonal and networking skills at the highest level.
- Communication: Clearly conveys and receives information and ideas through a variety of media in a manner that engages the listener or recipient, helps others understand and retain the message, invites responses and feedback and demonstrates good written, oral, and listening skills. Must possess strong analytical and communication skills. Must be able to read, write, and communicate effectively in the English language.
- Analysis and Reasoning: Examines data to grasp issues, draw conclusions, and solve problems.



Other Requirements

- Commitment to SPEDP's vision, mission, goal, objectives and values coupled with a strong commitment to secure and drive resources to advance its programmes and services.
- Shared belief in the value of diversity and cultural competency as a pathway to excellence.
- Possess a valid driver's license.

How to Apply:

Please send your application letter with non-returnable CV, copy of certificates and Contact address to the following address below. Only short-listed applicants will be contacted.

NB Female candidates are highly encouraged to Apply.

**Human Resources and Administration Department
Support for Peace & Education Development Program
Gudele Road behind Quick Service Fuel Station, Seminary Residential Area.**

Or Email: recruitment@spedp.org

For more details, Visit our website: www.spedp.org

