

World Cocoa Foundation: West Africa Livelihoods Program Director

www.worldcocoafoundation.org

Accra, Ghana

The World Cocoa Foundation (WCF), a non-profit foundation of the global chocolate industry, promotes a sustainable cocoa economy through economic and social development and environmental conservation in cocoa growing communities in West Africa, Latin America and Southeast Asia.

WCF seeks a **(Bilingual) West Africa Livelihoods Program Director** to manage and lead a new West Africa Cocoa Livelihoods Program. The livelihoods program is an agricultural development program implemented across five countries. Major activity areas include farmer training on production and quality, professionalizing farmer organizations and improving farmer access to services. The Program Director will report to WCF management, with oversight and guidance from the Program Steering Committee. Candidates must possess proven leadership, regional program management experience, and fluent oral and written language skill levels in both English and French; both languages will be utilized on a daily basis.

This position is a two-year term consultant contract, renewable up to three additional years, based on performance. Salary level is dependent on level of experience. This position will be based in Accra, Ghana with no direct office support staff in Accra and no expat benefits or relocation package. Program support will be provided from a Program Coordinator based in Washington, DC. Estimated start date: March/April 2009. Nationals from West African nations are strongly encouraged to apply.

Position Requirements:

- Ten or more years experience managing and implementing agriculture/agribusiness development projects or programs
- Three or more years experience managing and implementing regional projects or programs
- Significant work experience in West Africa (experience in Cameroon, Cote d'Ivoire, Ghana, Liberia, and Nigeria preferred)
- Track record of coordinating and managing private foundation or government funded regional-level projects and programs from start-up through final implementation
- Track record of developing and maintaining partnerships across stakeholder groups at country and regional levels (including private sector, government, non-governmental organizations, academic institutes, and donor agencies, etc.)
- Strong project management background, including management of finances
- Diversified experience working with private sector, government, non-governmental organizations, academic institutes, and donor environments.
- Self-starter, ability to work in fast-paced, international work environment with minimal support infrastructure
- Graduate degree in agriculture, business, development or other related field
- Understanding of commodity chains, particularly tree crops, desirable

Bilingual Language Requirements:

- French and English fluency required; knowledge of local languages in the region preferred
- Exceptional writing, speaking and presentation skills in both English and French

Specific Responsibilities:

- Program and office start-up (including local registration, start-up logistics)
- Head the West Africa Livelihoods Program Management Unit
- Lead institutional partners in implementing a five-year cocoa development program in West/Central Africa (up to five countries)
- Work with Program Coordinator and liaise with implementing partners in the field to ensure project activities and milestones are achieved
- Frequent travel within West/Central Africa required
- Coordinate outreach to host government representatives in coordination with other implementing partners
- Prepare budgets, financial updates, and progress reports on monthly and quarterly basis as required in the project plan
- Oversee monitoring and evaluation activities with implementing partners and government offices
- Liaise and coordinate with other, complementary programs in the field; leverage resources and lessons learned
- Work with implementing partners to develop strategies for increasing women's participation in the program
- Miscellaneous duties, as requested by Program Steering Committee and WCF Management

How to Apply:

Interested and eligible **bilingual candidates** are requested to e-mail their résumé and salary requirements to: wcf@worldcocoa.org as soon as possible, no later than February 6, 2009. Applications will be reviewed on a continuous basis to select a successful candidate. When applying, please note the job position title in the subject line. No phone calls please. Only shortlisted candidates will be contacted.