

**Equal Access International  
Deputy Chief of Party - Programs – Voices for Peace**

**JOB DESCRIPTION**

**Date:** February 20, 2019

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**Job Title:** Deputy Chief of Party - Programs, Voices for Peace  
**Location:** Abidjan, Côte d'Ivoire  
**Travel Requirements:** Roughly 50% travel to Burkina Faso, Cameroon, Chad, Mali, and Niger, as well as other regions as assigned.

**REPORTING RELATIONSHIP:**

**Reports to:** Chief of Party

**BACKGROUND:**

Equal Access International (EAI), a non-governmental organization based in Washington, D.C., partners with communities around the world to co-create sustainable solutions utilizing community engagement and participatory media and technology. With funding from bi-laterals, multi-laterals, foundations, corporations and individual donors, EAI has a 17-year track record implementing media and social change projects and currently operates in Afghanistan, Burkina Faso, Cameroon, Chad, Kenya, Mali, Nepal, Niger, Nigeria, Pakistan, and the Philippines. EAI seeks a technically focused Deputy Chief of Party (DCOP) to lead program oversight and delivery, monitoring and evaluation, documentation and reporting, and research and learning of our regional USAID-funded Voices for Peace (V4P) program and represent the organization both in the operating countries and internationally.

**POSITION SUMMARY:**

EAI is looking for a Deputy Chief of Party - Programs for its V4P program. In September 2016, EAI began implementation of the five-year regional program to counter violent extremism (VE) and promote democracy, human rights, and governance. The project is now fully operational in Burkina Faso, Cameroon, Chad, Mali, and Niger. Through the project, Equal Access International works with radio station partners to become centers of knowledge-sharing and dialogue, while empowering dialogue, local governance, and civil society mobilization by addressing root causes of VE and building community resilience and agency. A continuation of EAI's ongoing peace and community mobilization work in these countries, the goal of the project is to amplify credible voices of peace and tolerance as part of a broader effort to reduce vulnerability to violent extremism in the Sahel. The project encompasses four intermediate results: positive local narratives strengthened; access to information expanded; increased dialogue and exchange on CVE, governance, and peace concepts; and learning and adapting.

The Deputy Chief of Party will be based in Abidjan, Côte d'Ivoire with regular travel across the five program countries.

**RESPONSIBILITIES:**

**Specific Responsibilities:**

*Technical Leadership and Staff Capacity Development*

- Provides strategic leadership and technical oversight of each of the Voices for Peace country projects;

- Leads technical design and activity implementation across five countries in line with yearly project work plans and the project's M&E plan.
- Provides strategy direction to all aspects of implementation and context analysis, liaising closely and regularly with USAID at the national and regional levels.
- Manages progress toward meeting project objectives, developing solutions to keep activities on track and motivate staff and partners.
- Anticipates, plans for, identifies, and solves complex problems.
- Guides the creation of relevant project deliverables, including but not limited to the M&E plan, work plans, strategy documents, success stories, as well as research, evaluation, and other technical documents and reports.
- Manages and mentors technical staff, leading them to achieve agreed upon targets and intended results.
- In coordination with other senior project managers, supports recruitment and training of new employees in line with USAID rules and regulations, Equal Access' internal policies, and local labor laws.
- Supports COP in representing Equal Access International and V4P to donors, partners, other INGOs, beneficiaries, the media and other stakeholders, ensuring enhanced collaboration and multiplying project results.
- Promotes transparent decision-making through open communication and regular meetings with HQ, USAID, and joint meetings;
- Ensures sound staff management standards promoting discipline, efficiency, and a harmonious working environment;

#### *Program Management*

- Supports quality project planning, implementation, as well as monitoring and evaluation in a manner consistent with EAI's working principles, ensuring that programming is managed and implemented in a timely and high-quality manner, according to pre-established workplans, and basing program decisions on reliable and accurate data;
- Identifies and documents best practices and lessons learned that can be successfully replicated and assist program staff to integrate into their work;
- Ensures timely quality reporting to donors, partners and HQ and compliance with cooperative agreement terms;

#### *Technical*

- Leads the design, implementation, and oversight of programs related to Social and Behavior Change Communication, Countering Violent Extremism, Peacebuilding, Media for Social Change, Applied Research, Youth Engagement, and Governance programming.

### **REQUIRED QUALIFICATIONS**

#### **Education:**

- Advanced degree in international relations, development studies, or relevant social sciences.

#### **Work Experiences:**

- Experience in leading peacebuilding, conflict-related research, media development, community outreach, in large USAID-funded projects required;
- A demonstrated track record of progressively-responsible technical experience implementing complex, donor-funded projects with multiple activities, preferably in post-conflict and/or developing country contexts;
- Experience in designing monitoring and evaluation systems, tools, and field capacity to generate data and stories on project impact, success, reporting, and thought leadership;

- Experience supervising and mentoring field teams and local partners;
- Experience leading strategic communications, alternative messaging, and media for social change efforts;
- Able to work and meet deadlines under extreme pressure and in challenging cross-cultural environments.

**Language and Computer Skills:**

- Fluent spoken and written English, and advanced proficiency in French
- Computer skills: MS Word, Excel, and PowerPoint – with strong presentation skills for simplified data analysis.

**Travel:**

- Able to undertake frequent travel to challenging project locations with high security risks. Travel for this position is approximately 50% of the time from the regional office in Abidjan towards the five countries.

**PREFERRED QUALIFICATIONS**

- Experience in peacebuilding, CVE, participatory media, and governance in Francophone West and/or Central Africa strongly preferred.
- At least 3 years' experience working in Africa, or on Africa-focused projects or media outlets;
- 7+ years' experience working in international development projects;
- Proven understanding of Sahel political, development, and media environment;
- A thorough knowledge of monitoring and evaluation systems and tools, storytelling for social change and production processes, knowledge of audience research and media engagement desired;
- Knowledge of Hausa and/or other regional languages a plus;
- Experience designing and managing Social and Behavior Change Communication, Countering Violent Extremism, Peacebuilding, and Governance programming.

**APPLICATION INSTRUCTIONS:**

EAI offers a competitive salary, benefits and the opportunity to join a growing, innovative international team. To apply, please your CV, three professional references (including contact information), and a detailed cover letter providing specifics on how your background meets the qualifications as well as reasons for your interest in becoming a member of the EAI Team. Please send this information to: [jobs@equalaccess.org](mailto:jobs@equalaccess.org). In the subject line of the email, please include “**Deputy Chief of Party – Voices for Peace.**”

Applications that do not make the proper subject notification in the email or provide the requested information will not be reviewed. Applications for this position will be reviewed on an ongoing basis, however, applications are preferred by **April 15, 2019**. Only those selected for interviews will be contacted.

Equal Access International is proud to be an Equal Opportunity Employer and is committed to creating a diverse environment. Women, veterans, persons with disabilities, and people of color are strongly encouraged to apply.