



COUNTRY PROGRAMME MANAGER
NIGERIA PORTFOLIO

APPOINTMENT BRIEF

MAY 2017



OXFORD HR
WORLD LEADERS

INTRODUCTION

The International Fund for Agricultural Development is undergoing a period of transformation, including the decentralisation of programme work. The Country Programme Manager (Nigeria) is a new role based in Abuja, Nigeria.

Responsible for IFAD's activities in Nigeria, including the Nigeria country office and related staff, you will oversee existing multiple programmes. This role offers an exceptional opportunity to work with a wide range of stakeholders to support climate change adaptation, value chain development and agribusiness support.

ABOUT IFAD

The International Fund for Agricultural Development (IFAD) is an international financial institution and a specialised United Nations agency dedicated to eradicating rural poverty and hunger. It does so by investing in rural people.

IFAD finances programmes and projects that increase agricultural productivity and raise rural incomes, and advocates at the local, national and international level for policies that contribute to rural transformation.

IFAD has worked in Nigeria since 1985, taking a people-centred approach to the empowerment of rural people, especially women, and the sustainable management of natural resources.

At government level, capacity building work is undertaken to promote poverty reduction and private sector led economic growth.

Please follow the link below for further information.

<https://operations.ifad.org/web/ifad/operations/country/home/tags/nigeria>



THE ROLE

The Country Programme Manager (Nigeria) (CPM) is responsible for management of IFAD's programmes in Nigeria, the Nigeria country office, and related staff.

The CPM's duty station is in the country office in Abuja, Nigeria.

Staff for whom the CPM is directly responsible (with locations) are:

- 1 Country Programme Officer (Abuja)
- 1 Driver (Abuja)
- 1 Programme Officer (Abuja)
- 1 Country Programme Officer (Abuja)
- 1 Country Programme Assistant (Abuja)
- 1 Programme Assistant (Rome)

IFAD's ongoing operations in Nigeria include:

1. Value Chain Development Programme
2. Climate Change Adaptation and Agribusiness Support Programme in the Savannah Belt

Budget responsibilities are:

- US\$ 160,000,000 ongoing portfolio
- US\$ 60,000,000 programme under design
- US\$ 450,000 (approximately – based on 2016 spend) programmatic administrative budget
- US\$ 160,000 (approximately) office budget

The CPM is accountable for the IFAD core values of integrity, transparency, and equity in the management of assigned IFAD programmes.

The CPM's accountabilities and key results include advocacy for and enhancement of national government programmes that improve the access of poor rural people to natural resources; agricultural technologies; financial services; markets; employment opportunities and enterprise development.

The CPM additionally promotes capacity building of the rural poor in terms of the skills required for their participation in national and local policy and programming processes.

The key results expected comprise five broad thematic areas, which are reviewed in more detail in the Job Description below:

- Country Programme Strategy
- Country Programme Management
- Partnership Building
- Policy dialogue
- Knowledge management



COUNTRY PROGRAMME MANAGER (NIGERIA)

- SALARY:** UN P5 salary range: US\$ 84,721 – US\$ 103,835, net-base salary, plus post-adjustment, not taxable in host country, with standard UN compensation package. Please see this site for details: <https://careers.un.org/lbw/home.aspx?viewtype=SAL>
- LOCATION:** Abuja, Nigeria. Candidates applying to any CPM position may also be considered for other similar positions in different duty stations and staff members are subject to the authority of the President of IFAD and to appointments to any duty stations.
- PURPOSE:** Responsible for management of IFAD's Nigeria programmes, the Nigeria Country Office and related staff.
- REPORTING:** Division Director, West Central Africa Division.
- SAFETY:** The Security Risk Assessment (SRA) identifies those threats that could affect UN personnel, assets or operations and the UN's vulnerability to them. By assessing risks to the UN, it prioritizes those risks and identifies prevention and mitigation strategies and measures. The local UNDSS can provide the country SRA. Reports on West and Central Africa can be accessed here:
<http://www.securitycouncilreport.org/unoca-central-africa/>
<http://www.securitycouncilreport.org/unowas-west-africa-and-the-sahel/>

RESPONSIBILITIES

Country Programme Strategy

- Leading and managing the development and implementation of medium to longer-term strategies (COSOP) for IFAD's collaboration with governments and other national stakeholders for agricultural development and rural poverty reduction, following the principle of ownership, alignment and harmonisation.
- Analysing the dynamics of agricultural development and rural poverty reduction.
- Developing of relevant country-specific strategies.
- Defining IFAD's value added in this context.

Country Programme Management

- Leading the design and supervision of the IFAD loan and grant financed agricultural development and rural poverty reduction programmes assigned by the Director.
 - Leading loan and grant negotiations with the borrowing and donor governments, in accordance with IFAD's lending policies and criteria.
 - Supporting loan and grant implementation with a view to maximising development effectiveness, impact and sustainable development results.
 - Analysing relevant information.
 - Assisting in the periodic monitoring and evaluation of results achieved.
 - Reporting on and dissemination of findings.
- Contributing effectively to the IFAD organisational change agenda, with particular reference to issues related to IFAD's direct supervision and implementation support modalities.



Partnership Building

- Catalysing effective partnerships with a broad range of stakeholders in agricultural development and rural poverty reduction, including government and non-governmental institutions, bilateral and multilateral financing institutions, civil society organisations, research centres and the private sector.
- Enhancing IFAD's relationship and collaboration with in-country partners, focusing on synergies and coordinated strategies with multilateral/bilateral donors and civil-society organisations involved in agricultural development and rural poverty reduction.

Policy Dialogue

- Maintaining and promoting constructive dialogue on the development of pro-poor agricultural development and rural poverty reduction policies and in enabling the rural poor to advocate for institutional transformation.
- Participating in relevant policy meetings and events of interest to IFAD's target groups and which involve the government, donors, and civil society, including NGOs, to render the policy dialogue agenda both credible and sustainable. Policy dialogue focuses on seeking to link the realities on the ground and the voices of the poor with national policies and programmes.

Knowledge Management and Innovations

- Acting as both a conduit and a catalyst for evidence-based knowledge management, sharing and learning in IFAD's country programmes.
- Through outreach to the national government and the wider development community, ensuring knowledge and information emanating from headquarters is disseminated to project management teams, government, partners and other stakeholders.
- Facilitating learning processes among project management teams and others with a view to identifying effective approaches to agricultural development and poverty reduction. The primary outcome is to build capacity and enhance scaling-up and replication of successful approaches.

Managerial Functions

- Taking accountability for integrity, transparency, and equity in the management of IFAD resources including assigned human, financial and material resources and related processes, as well as contract management of services.
- Taking accountability for inputs to budget preparation and monitoring of expenditures.
- Managing contract implementation and close-out
- Certifying payments.
- Serving as the designated representative of IFAD in Nigeria.
- Managing the Country Office, leading the IFAD country team and as such playing a central role at the country level in actualising the coordination of operational activities for development
- Participating in and contributing to all international and national meetings/thematic groups meetings.



IMPACT OF KEY RESULTS / KEY PERFORMANCE INDICATORS

Country Programme Managers at this level originate and manage new country-level projects or programmes in the country of assignment. Going beyond established procedures or models, their substantive contributions reflect new approaches that materially expand the range of services or programmes delivered at the country level.

Programme design and development activities reflect authoritative technical capacity in performing the CPM role. Externally the impact on the overall IFAD programme is significant in projecting the organisation's role/capacity as a reliable partner with a qualitative edge at the national level.

CPMs at this level provide technical and managerial leadership to the substantive development and execution of the assigned country programmes, including providing:

(i) managerial direction to programme officers (up to P-4 level), country presence officers and country programme assistants

(ii) effective representation with government counterparts and other programme collaborators

(iii) ability to anticipate and manage potential risks to the success of programmes.

Externally the impact of the CPM extends beyond country offices to affect the image of IFAD across the region as an effective deliverer of sustainable and technically sound pro-poor rural development programmes and projects.

Assigned areas may include sub-regional clusters of countries or politically sensitive, high profile or highly complex countries as identified in the country classification matrix.

REPRESENTATION / WORK RELATIONSHIPS

The Country Programme Manager serves as the IFAD spokesperson in Nigeria, and, in carrying out this role and when required, draws on the advice and expertise of IFAD's Communications Division (COM).

S/He holds regular consultations with IFAD counterparts — line ministries and governmental bodies at all administrative levels, donors, civil society — to enhance the effectiveness and impact of IFAD operations. The CPM also seeks to improve coordination among IFAD, the government and key development partners with a view primarily to ensuring synergy and a common approach to emerging agricultural development and rural poverty reduction strategies, policies and investment programmes.

S/He serves as IFAD's liaison with project authorities and helps in addressing administrative and programme-related substantive issues, such as targeting and identifying needs for technical backstopping. The CPM proactively works with

project management to ensure compliance with IFAD policies and overall orientation towards the achievement of results and impact.

As the senior expert on country programme formulation and delivery, the CPM's effectiveness as an advocate and trusted counterpart substantially affects IFAD's image as a reliable and creative partner.

Extending beyond the country programme parameters, and as representative of the Division, the CPM leverages the impact of IFAD supported agricultural development and rural poverty reduction programmes. S/He has the authority to establish programme agreements for assigned activities within the established strategic direction of the countries assigned. S/He contributes to resolving politically sensitive and/or highly complex issues with governments and partner institutions.

COMPETENCIES

Organisational

- Strategic thinking and organisational development: strategic leadership (Level 2).
- Demonstrating Leadership: leads by example; initiates and supports change (Level 2).
- Learning, sharing knowledge and innovating: challenges, innovates and contributes to a learning culture (Level 2).
- Focusing on clients: contributes to a client-focused culture (Level 2).
- Problem solving and decision making: solves complex problems and makes decisions that have wider corporate impact (Level 2).
- Managing time, resources and information: coordinates wider use of time, information and/or resources (Level 2).
- Team Work: fosters a cohesive team environment (Level 2).
- Communicating and negotiating: acquires and uses a wide range of communication styles and skills (Level 2).
- Building relationships and partnerships: builds and maintains strategic partnerships internally and externally (Level 2).
- Managing performance and developing staff: manages staff and teams effectively (Level 1).

Technical

- Senior expert in programme development and management, with specific expertise in rural project management and market development.
- Extensive field experience related to agricultural and rural development.
- Excellent knowledge of policy-oriented, programme-based pro-poor approaches and loan and grant preparation.
- Capacity to communicate fluently with different counterparts (civil society, government authorities, local communities, project staff) to align parties and build networks.
- Ability to represent IFAD as a trusted and reliable partner.
- Communicates verbally and in writing clearly, succinctly and convincingly; listens and communicates effectively to engage others.
- Demonstrated analytical skills in order to identify systemic issues and derive viable, sustainable solutions.

For more information about IFAD's competency framework, please follow this link: https://www.ifad.org/en_GB/who/job/tags/apo/8001915

MINIMUM RECRUITMENT QUALIFICATIONS

Education

- Advanced university degree from an accredited institution in rural development, agriculture, economics, rural finance, development policy or other job related fields.

Language

- Excellent written and verbal communication skills in English and French. Working knowledge of another official language (Arabic or Spanish) is desirable.

Experience

- Must meet standard IFAD minimum experience requirements for a P5 CPM role in terms of progressively responsible international experience in international organisations, rural development/financial institutions or government services in the area of implementation and supervision of agricultural development or rural development programmes. Experience must include project design, development, implementation, evaluation, and resource (human, financial and material) management in an international organisation. Please contact Oxford HR if you require further information.

HOW TO APPLY

To apply for this position, please go to the following link and submit the IFAD online application form:

https://job.ifad.org/psc/IFHRPRDE/EMPLOYEE/HRMS/s/WEBLIB_IFA_FORM.ISCRIPT1.FieldFormula.IScript_IFADSimulation?route=viewJobPosting&joid=1535

You should receive an automatic message confirming your application. For any queries about IFAD's applicant portal, please contact erecruit@ifad.org

Please also complete the Oxford HR online application process for this role, including:

- An up-to-date CV (no more than 3-4 sides of A4)
- A detailed statement (no more than 2 sides of A4) explaining why you are interested in this post and how your skills and experience make you suitable.
- The Oxford HR Online Form.
- Oxford HR's Equal Opportunities Monitoring Form (optional). Information from this form will not be used as part of the selection process.

<http://oxfordhr.co.uk/jobs/>

PHOTOGRAPHIC CREDITS

In order of appearance in this document:

- Nigeria - ©Pirozzi
- Rural Finance Institution Building Programme, June 2016 - © RUFIN
- Nigeria - Value Chain Development Programme - June 2016 - ©IFAD/Andrew Esiebo/Panos
- Nigeria - Multi State Agricultural Development Project - January 1987 - ©IFAD/Piero Tartagni
- Nigeria - Rural Finance Institution-Building Programme (RUFIN) - June 2016 - ©IFAD/Andrew Esiebo/Panos

Closing date	31 May 2017
Preliminary interviews	12 – 23 June 2017
Final Panel Interviews	26 – 30 June 2017

These dates may be subject to change, and applicants will be advised in advance should this happen.

SELECTION PROCESS

All candidates will receive feedback within four working days of the closing date. Shortlisted candidates may be required to undertake an additional assessment prior to the final interview.

EQUALITY STATEMENT

Equality and diversity is at the core of IFAD's values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

QUERIES

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please contact Toby Weaver at ifad-cpm-nigeria@oxfordhr.co.uk in the first instance.

ABOUT OXFORD HR

Oxford HR operates globally - mainly within the international development and UK charity sectors. We carry out retained executive search mandates at board and senior management levels. We also offer human resource and organisational development consultancy.

Oxford HR has many years of experience in search as well as an extensive network of international development, social sector, corporate, public sector and academic contacts from across the world. We carry out comprehensive and often international searches designed to meet the specific needs of our clients.

Oxford HR's team members have significant personal experience of working in international development and the social sector as well as the corporate and governmental sectors. We are in a unique position to find and assess talented individuals from a variety of backgrounds.



OXFORD HR
WORLD LEADERS

Oxford HR Consultants Ltd
The Old Music Hall, 106-108 Cowley Road, Oxford OX4 1JE, UK
1st Floor, Three Tuns House, 109 Borough High Street, London SE1 1NL, UK
Tel: +44 (0) 1865 403 298 | Web: www.oxfordhr.co.uk | Reg. Company No. 6456325