### Danish Red Cross

### Job Description Country Manager Mali

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| **Position Title:** Country Manager | **Country/Duty station:** Bamako, Mali | **Contract period:** 2 years |
| **Line Manager:** Head of Region Africa | Other manager if relevant: | **Date Completed:** 15 April 2024 |
| Background | | |
| Mali has been experiencing instability and conflict since the military coup of 2012 and the occupation of the northern regions by armed groups. The Algiers’ peace agreement from June 2015 between the Government and its rebel coalitions, is today considered null and void. The government has taken back northern city of Kidal, but the security in the country, which is critical for economic recovery and poverty reduction, remains fragile and continued attacks by armed groups, especially in the centre of the country, is still a major security risk for field activities.  In 2021, Mali ranked 186 out of 191 countries on the United Nations Human Development [Index](http://www.undp.org/content/undp/en/home/librarypage/hdr/2016-human-development-report.html) and a generalised poverty picture can be found throughout the country even lesser so in the southern and more agriculturally fertile regions of the south.  The partnership between Mali Red Cross (MRC) and Danish Red Cross (DRC) dates back to 1996, when DRC supported an environmental education programme "A Hope in the Desert" in the Mopti region (1996-2000). Bilateral delegate support has been provided since 2007 at the initial stages focusing on the support to community-based health interventions. From 2012, the collaboration between the MRC and the DRC was expanded through the implementation of a 4-years project funded by the EU on water and sanitation. In addition to that and in order to respond to the civil conflict in Mali, DRC provided emergency food assistance and NFIs (distribution and cash transfer) to vulnerable and conflict-affected populations in Mopti region. The current DRC engagement in Mali takes the point of departure in the DRC international strategy 2022-2025 with the purpose of increasing and strengthening humanitarian impact. The partnership is presently strengthened through the implementation of projects targeting the most vulnerable populations in Central, Northern and southern Mali linked to migration, disaster response/preparedness, anticipatory action and resilience with a focus on the linkage to climate change and finally, mental and psychosocial health support (MHPSS) together with general community health provision. Within anticipatory action and MHPSS MRC and DRC aim at positioning MRC as a lead in the region.  Danish Red Cross is closely coordinating its support with IFRC, ICRC and other Movement partners and through special tripartite agreements with ICRC, targeted support to northern Mali is delivered despite high level of insecurity. | | |
| Purpose | | |
| The country manager is overall responsible for ensuring that the DRC supported Country Program and partnerships are implemented in line with the DRC international strategy and Country Strategy, Red Cross Standard Operational Procedures, and donor requirements and guidelines.  The country manager will be responsible for:   * Strategic direction of DRC engagement in the country * Operationalising and ensuring implementation of organisational priorities in country * Overall budget, management and development of DRC supported project portfolio in the country (currently 6 projects and 1 emergency response) * Represent Danish Red Cross and develop Movement Partnerships with ICRC, IFRC, PNS as well as other in-country partners and stakeholder (Danida, Echo, DGD through Belgian RC, private sector and internal funding) * Lead and manage the Danish Red Cross in-country team including security management (7 staff) * Fundraising strategy and implementation of the action plan   Expected Key Results:   * Strengthen and further develop our partnership with Malian Red Cross and contribute to MRCs strategic goal of becoming a strong National Society in close collaboration and coordination with other Movement Partners * Secure funding for the Country Program especially within migration, resilience, forecast based actions and by innovative private sector cooperation and financing * Ensure timely and effective response to emergencies and disasters   The position requires leadership, management, coordination, representation and programme/technical assistance to DRC in-country delegates and Mali Red Cross. This will include areas of formulation, implementation, and overall supervision, monitoring and evaluation of various projects, initiative and actions, as well as further development of the partnership and country program. | | |



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| Key responsibilities and time consumption in % | Main tasks |
| Strategic Direction  15% | * Drive the strategic development of DRC engagement in country * Oversee and ensure the development of new projects in line with DRC international and Country Strategy as well as MRC’s strategy * Support and ensure the strategic direction of programme development including priority focus on area of migration, resilience, disaster preparedness and response, PSS, protection, and community based interventions * Explore resource mobilization possibilities, identify new opportunities for partnerships and funding, provide inputs and coordinate the development of programme ideas, concept notes, programme documents and proposals together with MRC and in coordination with relevant Movement and Non-Movement partners and stakeholders * Keep updated on trends for the in-country donor environment * Carry out partnership and programme risk analysis in line with DRC standard operational procedures * Contribute to further engage and implement the strategic global cooperation initiatives, including the IFRC Agenda for Renewal and New Ways of Working (NWoW) |
| Team Leading, HR Management and Security  20% | * Ensure a well-functioning Danish Red Cross team including locally hired consultants and staff, with clear delegation and coordination of responsibilities and tasks * Establish a setup and working environment that ensures wellbeing and high performance of staff * Responsible for the in-country security set up and continued update of security regulations and guiding documents also for consortia partners according to demand. * Responsible for all staff management including recruitment, on-boarding and off-boarding and employee performance, vacation planning, development the yearly employee conversation, etc. * Overall responsible for running the country office within MRC premises |
| Coordination, Representation and Partnerships  25% | * Represent DRC towards all in-country partners and stake holders * Manage and supervise contracts and agreements with MRC, ICRC and IFRC and other partners * Ensure that the MRC Management and all relevant staff are kept informed about the progress of Country Program and other relevant DRC in-country initiatives and actions * Coordinate with and inform IFRC, ICRC and PNSs on program and other relevant DRC activities in-country * Coordinate, liaise and inform DRC's donors, national and international organizations as well as other stakeholders * Ensure and actively pursue dialogue lead on behalf of the RCRC Movement in agreement with MRC and Movement partners * Contribute to and encourage strong in-country Movement coordination * Represent DRC in public and deliver messages to audiences and media, when required, to build trust and credibility for the DRC and promote the DRC’s positioning and reputation |
| Program and Financial Management  35% | * Overall responsible to ensure that DRC funds transferred to MRC are used and accounted for in accordance with agreed Project Agreements/ MoUs and approved activity plans and budgets and provisions outlined in the program documents * Together with the Country Finance Manager, monitor accounting systems and practices as required by donors and DRC HQ and assist with the annual auditing of program accounts * Ensure the preparation of quarterly and annual revised budgets with the DRC in-country team and MRC * Ensure and submit quarterly financial reporting and country narrative reports * Provide and coordinate technical support and advise to DRC in-country team and MRC to ensure timely and quality implementation of projects * Ensure adequate monitoring of the DRC country project portfolio * Overall responsible for narrative and financial reporting to donors and DRC HQ * Organize and support all visits from DRC RO or DRC HQ as well as from donors with MRC and DRC in-country team * Conduct monitoring field visits as possible given the security situation |
| Capacity Development  5% | * Drawing on DRC technical capacities and in-country competencies, ensure support to MRC for development of capacity in the areas of resilience, disaster preparedness and response, PSS, protection, migration, etc * Support MRC in developing its capacity for program formulation and management, including financial management * Support MRC in developing capacity in strategic approaches, particularly within innovation, Humanitarian Diplomacy, rights based approach, gender and diversity * Support in the preparation and participate in Partnership Review Talks * Contribute to Organizational Development of the NHS, e.g. through development of strategic plans |

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| Power of decision-making in relation to the tasks |
| * The Country Manager functions under the supervision and report to the DRC Head of Region * The Country Manager is budget holder and is overall responsible for expenses of the Country portfolio and of DRC country office * The Country Manager is overall responsible for the technical support and quality of the DRC Country program * The Country Manager is responsible for the DRC staff and their working environment, security, wellbeing, motivation and performance * The Country Manager takes decision on day-to-day matters of the DRC Country program and partnerships;   + day-to-day project implementation related decisions are to be taken by the respective in-country project managers   + larger strategic decisions are taken in consultation with Deputy HoR and HoR |

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| Communication in relation to the tasks |
| * The Country Manager is DRCs in-country focal point towards MRC, IFRC, ICRC and PNSs as well as donors, national and international organizations * The Country Manager is representing potential lead consortium towards MRC and other stakeholders and donors * The Country Manager reports to the DRC HoR on strategic questions (new initiatives, partnerships and unbudgeted initiatives) * For technical questions and support the Country Manager contacts directly the concerned DRC technical advisors * All day-to-day financial questions regarding the programs are supported by the DRC Country Finance Manager * Close cooperation and communication with the DRC Disaster and Crisis Response Unit in emergency situations * Work closely with DRC Portfolio and Grant Advisors at regional and HQ level to ensure overall compliance and harmonization of grant and portfolio management * The Country Coordinator will take active part in experience exchange and lessons learned in network with other DRC delegates in the region |

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| Competences requirements |
| * Minimum of 10 years relevant experience in working with humanitarian organisations in developing, emergency and post-emergency countries. * Proven expertise with team leading and staff management * Competence within project cycle and financial management * Experience with leading or being part of consortia * Fundraising competences * Relevant educational background * Expertise in security management is an asset * Experience with DANIDA and EU/ECHO specific funding, hereunder implementation and reporting procedures is an asset * Experience from the Red Cross/ Red Crescent Movement is an asset; experience from the geographical area would be an advantage * Technical knowledge and experience in implementation with participatory methods * Good analytical skills and confident self-management in situations of stress. Ability to work in remote demanding situations under pressure is important * Excellent communication, coordination, networking and facilitation skills * French and English speaking and writing skills are key requirements * Full proficiency in Microsoft Office and possess a valid international driving licence   **Personal competences**   * Strategic mindset, result oriented with capacity to delegate * Open and supportive to innovations and developments * Relation builder with empathy and respect for individuality and diversity among the staff, * Communicator motivating and acknowledging each employee’s contributing to results * Diplomatic flair with the ability to reflect on how best to approach a given situation * Confidence and insight of own abilities and short falls * Characterized by integrity and trust |

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| Expected results |
| * The strategic development of Danish Red Cross supported project portfolio meets the expectations of the country strategy and set turnover targets * The quality and financial sustainability of the DRC Mali Country Program has been further ensured * MRC capacity to implement DRC Mali funded Country program suppport has enhanced * The partnership with MRC, ICRC, IFRC and other partners remain solid * All DRC engagements in Mali are well coordinated and the overall partnership and portfolio are in compliance with the DRC Mali Country Strategy * Timely and quality reporting ensured * Performance, Security and well-being of DRC in-country team are well managed |

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| Revision of the job description |
| The description of responsibilities and tasks in this job description is indicative. It is the responsibility of the incumbent to be an active and supportive member of the regional team and the Red Cross as such. This means that the incumbent may be asked to take on additional responsibilities and tasks that are not described herein. If the changes in responsibilities and tasks constitute more than 25% of the working hours over a period of time, the incumbent or the manager can suggest a revision of the job description. |