

MILLAR CAMERON

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MEDA
CHIEF OF PARTY



A smiling man with a beard, wearing a straw hat and a green and blue plaid shirt, holds two ears of corn. He is standing in a cornfield with rows of corn plants stretching into the background under a clear blue sky.

CHIEF OF PARTY MEDA

ABOUT MEDA

Mennonite Economic Development Associates (MEDA) is an international economic development organization that creates business solutions to poverty.

CHIEF OF PARTY *MEDA*



THE LOCATION:

PREFERENCE TO BE BASED OUT
OF ACCRA, GHANA



CHIEF OF PARTY *MEDA*

THE ROLE: CHIEF OF PARTY

MAIN RESPONSIBILITIES:

Mennonite Economic Development Associates (MEDA) invites applications for a Chief of Party for an anticipated 5-year Impact Investment and Business Support Services initiative targeting medium to high growth SMEs in 7 countries in East and West Africa.

The project will be delivered through a consortium of partner organizations based in North America, Europe and Africa.

CHIEF OF PARTY MEDA

TITLE:
CHIEF OF PARTY

REPORTING TO:
**SENIOR VICE PRESIDENT
PROGRAMS**

LOCATION:
**PREFERENCE TO BE BASED
OUT OF ACCRA, GHANA**

TRAVEL:
FREQUENT TRAVEL

THE ROLE: CHIEF OF PARTY

DIMENSIONS OF THE ROLE:

Representing MEDA and reporting to the Senior Vice President Programs, the Chief of Party (COP) will be responsible for managing all technical, financial, and operational aspects of the initiative.

The COP will:

- Manage/coordinate the MEDA-led YAW FOF Consortium (Fund Management Partner(s), Business Support Services Partner(s), and Learning/Knowledge Management partner) and ensuring that the overall program objectives are achieved and contractual obligations are met on time and within budget
- Monitor the investment pipeline, SME and portfolio performance, returns and compliances, through on site visits, third party reporting, and verification and analysis of data from relevant stakeholders
- Play a strategic and leadership role in the coordination of all program activities across all relevant parties, including the donor and other stakeholders involved in the program
- Chair the operations committee to discuss and communicate strategies, obstacles, performance plans, operational aspects, resolve problems, ensure administrative and legal compliances, and provide regular updates to the Investment and Steering Committees
- Ensure that the program is implemented in accordance with funding agreements, policies and procedures of MEDA, legal and tax jurisdiction requirements, and internationally recognized quality of standards (financial due diligence) in the field of social investments
- Provide strategic intelligence and ensure its effective utilization in design and execution of the initiative
- Manage and lead a team of professionals and support staff in a matrix environment; plan and prioritize work activities and assignments to meet overall objectives of the program

and establishing excellent communication with internal (within MEDA, with other global offices of MEDA and consortium partners) and external stakeholders (donor(s), Governments, recipients, etc.)

- Oversee all external communication in Africa, Canada and globally related to the launch and delivery of this program in collaboration with the MEDA corporate communications team
- Put in place mechanisms that ensure the rapid deployment and integrity of program funds, such as dedicated program and operational units, standard operating procedures based on MEDA's operating policies and processes, financial information management system, risk management, audit, monitoring & evaluation, reporting to stakeholders, etc
- Provide strategic and operational leadership and direction to program implementation team
- Oversea the learning partner in their interconnected role with all consortium partners, ensure the learning agenda, data collection and knowledge mobilization are fully integrated in this pilot and geared towards the proof of concept by year three and production of a replicable prototype by year five
- Develop, review, and monitor in coordination with key program staff, yearly work and performance plans to ensure priorities are on track
- Recruit, hire, and manage staff and consultants as needed, following MEDA's human capital policies and guidelines
- Liaise with and maintain active and responsive relationships with all key stakeholders, including government officials, consortium members, MCF representatives, etc

HOW TO APPLY

To apply for this role, please ensure that you have the following skills and experience:

Education

- Master's degree in business administration and management or a professional accounting designation, such as CA, CGA, CMA and CPA

Experience

- A minimum of 15 years of progressively responsible experience in business administration, project management, finance and accounting in international development sector, of which, a minimum 5 years of relevant work experience (Impact/Social/Blended Investment, Small-Medium Enterprise growth

initiatives), within a multilateral, civil society organization or donor in a multi-cultural and multi-agency consortium setting, and, 3 or more years of progressive responsibilities in fund/grants management. Past experience as a Chief of Party or equivalent

Skills and abilities

- Demonstrated outstanding leadership, effective organizational development, partnership-building, managerial, team-building, problem solving and communications skills
- Proven ability to coordinate and deliver in a complex multi stakeholders – multi-cultural setting involving donors, governmental and non-governmental organizations,

private sector organizations and civil society organizations

- Proven ability to manage large (USD\$100+ Million) integrated grant-funded projects in developing countries
- Proven track record in leading culturally and generationally diverse teams and must be able to engage with staff at all levels of the organization and exercise sound judgement
- Must be fluent in English, fluency in French will be an asset

Please send your CV and contact details to Tom Jeffes who will contact you to discuss your application in more detail.



Contact: Tom Jeffes

Email: tom.jeffes@millarcameron.com

Phone: +44 2038 000 304

A photograph of a man and a woman sitting on a large pile of cut logs in a rural, wooded area. The man, on the left, is wearing a wide-brimmed straw hat, a grey tank top, and yellow shorts. He is smiling broadly and holding a machete. The woman, on the right, is wearing a colorful headscarf, a dark blue t-shirt, and a yellow and blue patterned skirt. She is also smiling and looking towards the camera. The background shows green foliage and a clear sky.

WHO ARE MILLAR CAMERON

FINDING THE PEOPLE WHO MAKE THE DIFFERENCE

A SEAMLESS JOURNEY

Founded in 2007, Millar Cameron is an executive and professional search consultancy that focuses on Africa and other emerging markets.

Our goal is to provide client-centric, tailored executive search, recruitment and strategic advisory. Our international reach paired with local market knowledge enables us to provide our clients outstanding leaders who deliver consistent results, irrespective of geography.

We employ a rigorous research driven search process to identify the best fit for our clients, taking into account both hard and soft skill sets.

Our extensive experience yields a robust approach to market intelligence and a longstanding network of global relationships.

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