**JOB DESCRIPTION**

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| Job Title  | Deputy Chief of Party – Conflict Sensitivity and Social Inclusion |
| Reports to  | Director of Programmes (direct line manager) with functional supervision by the Chief of Party (Wildlife Conservation Society/ WCS) |
| Job Location  | Bukavu,  |
| Type of position | International or National |
| Grade  | Competitive salary package |
| Contract duration | 2-year renewable oncePlease note that confirmation in post is subject to funding and USAID approval of the selected candidate |

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| **Job purpose** |
| International Alert’s DRC country programme seeks an experienced Deputy Chief of Party (DCoP) – Conflict Sensitivity and Social Inclusion for the anticipated USAID/Democratic Republic of Congo Advancing the Rights of Indigenous Peoples (ARIP) Activity under the consortium leadership of Wildlife Conservation Society (WCS). This is anticipated to be a four-year activity anchored around three protected areas which will contribute to USAID’s Journey to Self-Reliance and social resilience in the DRC. **This position is contingent upon award.** The DCOP- Conflict Sensitivity and Social Inclusion, based out of Alert’s Bukavu office, will be responsible for management of technical and programmatic aspects of the USAID ARIP activity, supporting greater participation of women, Indigenous Peoples and other marginalized groups in governance processes, conflict prevention, resolution and economic development. This position is an integral, dedicated, part of the USAID/ARIP project team operating under the overall technical supervision of the COP, but also part of Alert’s broader DRC team. The D/COP post will be located in Bukavu, South Kivu.The D/COP assists the COP in management of technical and programmatic aspects of the USAID activity. This individual will oversee day-to-day implementation of project objectives, including the design, quality, development and production of all assessments, analytical reports, field-based research, activity implementation around social cohesion and monitoring and evaluation. She/he must ensure that high-quality, results oriented interventions are carried out for all three objectives. The D/COP must participate and engage in technical meetings and maintain positive relationships with GoDRC officials and other stakeholders. She/he will need to balance conflict sensitivity, social inclusion programming with USAID/DRC’s development programming in agriculture, health, education, economic growth, environment and governance sectors to ensure sustainability and overall regional coherence. She/he should also plan to spend significant time traveling in eastern DRC (Tanganyika, Ituri, Bukavu/S.Kivu) assisting with activity start-up as well as conducting continuous monitoring throughout the life of the activity. The D/COP will report to the ARIP COP for technical outputs, operational guidance, and day-to-day tasks. The purpose of this job is to: * Lead on all conflict sensitivity and inclusion components of the program.
* Provide assistance to the COP to establish and maintain effective and adequate communications and coordination with other actors in the DRC and region working on social inclusion, conflict sensitivity and social cohesion in the region and balance this with USAID/DRC’s development programming in other sectors to ensure sustainability and overall regional coherence
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| **Key Responsibilities** |
| 1. **Oversee day-to-day implementation of the**  **project objectives**
* Take the technical lead and ensure quality assurance of conflict sensitivity and social cohesion across thee ARIP programme.
* Ensure that high-quality, results-oriented interventions are carried out for all three objectives.
* Ensure planning, technical support and execution of partners activities in line with conflict sensitivity and social cohesion principles.
* Work with USAID/DRC technical office personnel to design any required research/analyses tools and /field visits.
* Contribute to team-wide communications and knowledge management and participate in organization-wide events and discussions on related topics/projects.
1. **Provide leadership for effective project implementation and reporting**
* Under the supervision of the ARIP COP, provide technical leadership for the ARIP project technical team.
* Ensure quality assurance for all objective design, planning, and implementation.
* Monitor and assess the conflict context and its interaction with project activities and recommend changes or adjustment in approach accordingly.
* In collaboration with the ARIP COP, ensure clarity about roles and responsibilities among project stakeholders involving them in planning and informing all stakeholders of implementation plans.
* Provide input to the ARIP monitoring and evaluation plan as well as social inclusion and conflict- and gender-sensitive design, monitoring and evaluation (DME) tools, and work with the COP and relevant ARIP staff to ensure effective data collection, analysis and reporting.
* Under the guidance of the ARIP COP, liaise and coordinate with relevant local, regional and international stakeholders.
* Ensure compliance with ARIP operational policies and with Congolese laws.
* Support ARIP technical staff to monitor project expenditure, ensuring rational and efficient use of resources, compliance with the project contract and budget and preventing overspending or underspending.
* Provide quarterly, annual progress reports and ad hoc narrative reports as requested.
1. **Maintain effective communication and coordination with other USAID projects, actors in the East of DRC and region**
* Establish effective and adequate communications and coordination with other actors in the DRC and region (working on social inclusion and social cohesion), including the World Bank, GIZ, other NGOs and private sector actors.
* Participate and engage in technical meetings and maintain positive relationships with GoDRC officials through Consultative Committee and other Congolese stakeholders.
* Participate and engage in quarterly technical meetings and maintain positive relationship with other USAID projects particularly DFAP, IGA, GBV and protection project, Kivu Value Chain.
* Interact professionally with senior Mission, Embassy, and US government officials ensuring effective start-up, implementation and monitoring of the flexible response mechanism in eastern DRC, under the direction of the ARIP COP.
1. **Advocacy, communication and quality programming**
* Ensure integration of socially inclusive and community approaches, conflict and gender sensitivity, and capacity building into all activities as appropriate including project beneficiaries’ identification.
* In collaboration with M&E team, ensure monitoring and evaluation of project indicators, knowledge management activities, and advise changes in program direction and focus as needed.
* Provide technical oversight to ARIP local partners and other collaborating agencies, to ensure that lessons learned, and best practice are documented and shared.
* Ensure active, jointly and coordinated participation of all Component MEL team, Advocacy & Communication team in ARIP monthly, quarterly, semi-annual and annual planning and review.
* Provide information and updates to the ARIP COP regarding activities implementation, ensuring sustained and responsive communication.
1. **Contribute to wider organizational goals within Alert**
* Participate actively in the management processes of the DRC International Alert team, including team meetings, sharing of information, context analysis, and strategy development.
* Participate and contribute to other Africa Programme activities and events in the Great Lakes and beyond, including regional meetings, and also promote cross-learning and help create linkages between different country programmes.
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| **Travel requirements** |
| Must be able to spend significant time traveling in eastern DRC assisting with activity start-up and implementation as well as conducting continuous monitoring throughout the life of the activity. |

 **PERSON SPECIFICATION**

**ESSENTIAL REQUIREMENTS**

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| **Talents** |
| At Alert, we have introduced Talent Management to our business model as we believe talented people are crucial to the success of our work. We believe all individuals are talented and success comes in matching the right talents to the right roles. For this role, the skills, qualifications and experience listed below are important, but we believe that to be great in this job you are likely, first and foremost, to have a talent for working effectively in complex, politically charged, unstable environments, and across different cultures. You will be professionally credible based on your extensive experience and deep knowledge of the issues at stake and able to communicate effectively with a wide range of actors working on social inclusion, social cohesion and development programmes. You will be incredibly well organized, results and detail-orientated but also able to step back and see the bigger picture. This is what we will be looking for above all else. |

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| Master’s degree in peace building & conflict studies, political science, international relations, international development, international relations, other social sciences or other field closely related to the work required |
| Experience of working in DRC and deep knowledge of the conflict context in eastern DRC |
| At least 6 years of relevant management, supervisory and technical experience with progressive responsibility working with activities that are of similar scope and scale to this project |
| A Master’s degree may be substituted by a bachelor’s degree |
| At least 5 years of relevant work experience in conflict affected countries similar to the DRC |
| At least 5 years of experience focusing on social inclusion, conflict research, analysis |
| Experience working on and leading teams for USAID contracts and/or cooperative agreements, including knowledge of USAID rules, regulations and policies. |
| Professional level oral and written skills in English |
| Proficient oral and written skills in French  |
| Good coordination and communication skills  |
| Attitude for teamwork and good leadership skills  |
| Responsiveness, and ability to handle stressful situations and intense work periods |

**DESIRABLE REQUIREMENTS**

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| Knowledge and understanding of peacebuilding programming |
| Knowledge of gender sensitive and conflict sensitive approaches, and experience implementing these in development, humanitarian and/or peacebuilding projects |
| Knowledge of Swahili |
| International driving license and ability to drive manual shift |