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JOB TITLE: PROJECT MANAGER

Background

Impact and Innovations Development Centre (I IDC) is a not-for-profit regional technical Assistance (TA) and Learning partner organisation that works with development agencies in the public and private sectors to promote impactful and innovative programming.

I IDC technical assistance and learning support encompasses diverse social development fields with a core focus on the areas of Impactful Program design, Program adaptation and scaling, measurement and evidence generation, learning and knowledge management, and safeguarding.

I IDC is partnering with **The Mastercard Foundation** to offer safeguarding technical capacity development support to implementing partners under the Young Africa Works Programme. Through this Initiative I IDC's technical support will seek to support the transformation of the safeguarding systems and practices of implementing organizations to achieve a safe and inclusive environment for young people to transition into dignified and fulfilling work.

I IDC would like to recruit a **Project Manager** for the 2 Year Project dubbed, "Safeguarding for dignified employment for young people (**SAFE Employment**)."

Purpose of the Role

The Project Manager will be responsible for leading key project management functions including robust planning, efficient and effective delivery and coordination of all project activities. The Project Manager will also be responsible for liaison with relevant other I IDC Technical Advisors and other external stakeholders to ensure seamless, successful and outcome-based execution of the project

Specific Responsibilities

- Ensure robust planning and timely execution of project activities in line with the overall project objectives, targets, and timeframes.
- Coordinate the input of the various I IDC Technical Advisors and Technical Associates to ensure effective execution of planned activities and delivery of high-quality technical support to partners.
- Liaise with the SAFE Project Partner leads/focal point persons on a regular basis to harmonize execution plans, coordinate partner engagement processes, track progress of

actions, and generally ensure a harmonious and impactful capacity development relationship.

- Build, nurture and maintain partnership with other relevant governmental and non-governmental external project stakeholders and actors in order to leverage the necessary support for the intervention objectives.
- Liaise and work closely with the Technical Advisor for MEL and develop a mechanism for monitoring the progress of activities and effective measurement of programme results at the various eco-system levels including impactful documentation and communication of programme outcomes.
- Plan and coordinate activities and opportunities for ongoing programme learning and improvement internally within IIDC and between and across partners.
- Prepare regular high-quality progress and other reports and provide any project related information as might be required by Management and other project stakeholders.
- Ensure timely initiation and follow up of internal processes necessary for supporting the seamless implementation of project activities in line with IIDC's organizational policies, procedures and operational practices.
- Undertake any other related Management tasks and responsibilities as may be assigned to you by Management.

Qualifications

1. Education:

A Master's degree in Project Planning and Management, Development Management, Social Sciences or a related Management field.

2. Experience:

- At least 7 years of experience in a Project Management role in a credible, dynamic, fast-paced, result-oriented and multi-stakeholder organization/environment.
- Practical experience in designing and implementing safeguarding interventions or mainstreaming safeguarding into a large program involving multiple partners

3. Key Competences required:

- A strong technical knowledge in the fields of youth employment, social norms, gender, women and girls' protection, and do no harm principles.
- In-depth knowledge of Project Management processes and procedures,
- Strong People Management,
- Multi-stakeholder Partnership engagement skills
- Managing complexity and dealing with competing demands.
- Strong communication skills (verbal and written), persuasive and motivational.
- Highly Result Oriented

How to apply

To apply, please fill in the application form by copying the link below into a web browser. Provide all required information by the deadline of 5 pm EAT on 14th October, 2025;

Application form: <https://forms.gle/NNon8Tf7qLmbdfAk8> which can also be accessed on the organizations' website via <https://iidecug.org/job-opportunities/>

Disclaimer: Applications will be reviewed on a rolling basis and IIDC reserve the right not to wait for the deadline to get the suitable candidate.

By applying for this job and providing relevant information through the link provided, you consent for IIDC to use for the purpose of assessing your candidacy for the job advertised and for IIDC to hold your record for a period of 1 year.

IIDC is an abuse free environment and upholds high safeguarding standards for children and vulnerable adults.