

COUNTRY DIRECTOR DR CONGO

JOB DETAILS	
LOCATION: Kinshasa – Democratic Republic of Congo	CONTRACT TYPE: FIXED TERM (2 YEARS RENEWABLE)
INTERNAL JOB GRADE: Oxfam International Country Director B1	DEPARTMENT and TEAM OXFAM in DR Congo and Horn East and Centra Africa
SALARY: Accompanied position In line with Oxfam international’s pay range. Core benefits. Global benefits for internationally relocated candidates only.	HOURS (1 Full Time Equivalent) Working hours are subject to the location
FLEXIBLE WORKING We believe flexible working is key to building the Oxfam of the future, so we’re open to talking through the type of flexible arrangements which might work for you	
COMMITMENT TO DIVERSITY AND INCLUSION We are committed to ensuring diversity and gender equality within our organization.	
DEPARTMENT PURPOSE: DR Congo is part of the Horn East and Central Africa region. Therefore, The Country Director for DR Congo is part of the Regional Leadership Team (RLT) in HECA. The RLT delivers on Oxfam’s impact and influence in HECA. Our vision is to contribute to a transformed and stable region, where people exercise their right to challenge power and have dignity and security to drive transformative change in their lived experiences. The Regional Director together with the Country Directors will ensure a collaborative and distributed leadership of this region that is aligned to Oxfam’s Values and principles. The RLT will ultimately also develop alignment with other platforms and global processes in Oxfam. NB: The Regional Platforms will transition into the one Oxfam in Africa (OiA) that embraces all the Oxfam stakeholders’ entities (countries, clusters, advocacy offices and affiliates) on the continent and seeks to enable and enhance impact through collaboration and integration.	
TEAM PURPOSE: The Country Director leads a Senior Management Team (SMT) of 7 – 8 staff . Together with the SMT, the CD delivers on the vision of DR Congo; where women and men have a greater capacity to make their voices heard in policies and decisions that affect them, benefit from a responsible government, and access resources to enable them to improve their quality of life. As part of its One Programme Approach, this Country leadership team aims to link humanitarian response, longer term development programming and influencing duty bearers to achieve systemic change. From humanitarian response to our work on helping crisis-affected people rebuild their lives, we aim to support activities that will achieve change at scale at all levels. Raising the voices of the communities we work with is critical to influencing a sustainable shift in local, national, regional policies and practices of both state and private sectors.	

JOB PURPOSE:

The Country Director provides strategic leadership and management to this large and high-profile programme, including all development and humanitarian programming to maximise our influence and impact.

This role will play a key role in the implementation of a new five-year Oxfam DRC Country Strategy,(2021-2025). S/he will lead the Country Leadership Team and represent Oxfam in the country, influence donors and NGO colleagues and represent the organization in high level meetings and forums.

The position is accountable to the Oxfam Regional Director for Horn, Eastern and Central Africa (HECA) for the delivery, effective management (which includes budgets and planning), monitoring and evaluation, and learning from the programme.

ROLE REPORTS TO	Regional Director – Horn East & Central Africa
ROLES REPORTING TO THIS POST	Country Leadership Team of 7 – 8 staff
BUDGET RESPONSIBILITY	Approximately GBP15 million (may vary depending on humanitarian response).

Key Responsibilities and Accountabilities

- Provides strategic leadership and management of Oxfam’s program in country including all development, and humanitarian programming to maximise our influence and impact .
- Accountable to the Horn East and Central Africa (HECA) Regional Director for the delivery, effective management and monitoring, evaluation and learning of the programme against the annual budget and plan. Accountable to the Country Governance Group (CGG) for strategic oversight, programme accountability and affiliation process where appropriate.
- Ensures overall leadership of disaster preparedness, mitigation and management including humanitarian response activities for Category 1 / 2 / 3 emergencies.
- Manages the Country Leadership Team and Line manages the work in the country: staff, budget, funding, and program.
- To ensure that the HR Management in the Country is in line with Oxfam Human Resource Policies and procedures including but not limited to the Code of Conduct, Safeguarding, Security and Health and Safety.
- Creates and supports an environment which results in strong partnerships, government relations, knowledge sharing and innovation.
- Takes the lead in representing Oxfam and the country programme nationally and globally. Builds influential relationships and is committed to developing networks for impactful change.
- Works with the Country Governance Group (CGG) to ensure that appropriate strategy is created to seek out and maintain new funding sources to support program implementation.
- Accountable for all donor relations and contract management in country.
- Working closely with other affiliates with strong interest in the country to develop and deliver high quality programmes.
- Play an active role in drawing on learning from across Oxfam and external sources and sharing evidenced based learning with others.
- Accesses and uses shared services appropriately and responsibly where applicable.
- Ensure compliance with the INGOs operating requirements as per the DR Congo laws and guidelines.

PERSON SPECIFICATION

Most importantly, every individual at Oxfam International needs to be able to:

- Live our values of **INCLUSION, ACCOUNTABILITY, EMPOWERMENT, COURAGE, SOLIDARITY and EQUALITY** (read more about these [here](#))
- Ensure you commit to our **ORGANIZATIONAL ATTRIBUTES** (including adhering to the Code of Conduct):

2. Be committed to our **feminist principles**, and to applying them in your day-to-day behaviour and your work. Be ready to keep learning, with accountability to those who experience oppression as a result of their identities, such as their gender, race/ethnicity, disability, class, or LGBTQIA identity.”

2. Be committed to undertaking Oxfam’s safeguarding training and adhering to relevant policies, to ensure all people who come into Oxfam are as safe as possible.

EXPERIENCE, KNOWLEDGE & COMPETENCIES

ESSENTIAL

Competencies

- *Self-Awareness*
- *Relationship Building*
- *Influencing*
- *Strategic Thinking and Judgment*

Technical Skills, Experience & Knowledge

Management and Leadership

- A high degree of self-awareness and an understanding of how to drive and support excellent team performance and individual development in line with Oxfam’s values and policies.
- Proven track record of leading and motivating multi-disciplinary, geographically remote teams and operations across several locations
- Significant senior leadership and management experience in the development and delivery of programs, external relations, and humanitarian strategy, with and through partners or directly, in one or more challenging locations.
- Experience of managing complex change processes and relationships involving a wide range of both internal and external multi-cultural stakeholders across a variety of disciplines and geographical areas.
- Demonstrable understanding of both long-term development, resilience and humanitarian contexts and application of humanitarian principles.
- Proven track record of success in representing an organization with partners, government agencies, private sector organizations, media, and donors at senior level: nationally and globally.
- Proven track record of strong relationship building with government leaders and agencies.
- Proven track record of success in influencing.
- Excellent written and verbal communication skills to motivate, influence and negotiate.
- Finance and Funding
- Ability to maximise fundraising from diverse institutions, both local and international.
- High level financial and asset management skills to steer the operational budget across several locations.
- Representation and Communication

Strategic Analytics

- Ability to manage the development of, and contribute to, the high-level analysis of factors driving poverty, marginalization, and vulnerability in developing country contexts. The ability to ‘think politically’ understanding motivations, pressures, power dynamics and challenges faced by colleagues, partners, decision makers and other actors; and the ability to generate effective strategies to influence them.
- Proven analytical skills, with the ability to be:
 - Able to take and manage calculated risks based on evidence-based assumptions.
 - Able to think strategically, to maximise adaptability and agility
 - encourage forward thinking, new ideas and learning from experience beyond the country program context while acting within a global framework
- Good level of IT literacy and an understanding of how new developments in technology can positively contribute to the aims of an INGO

Risk

- Experience of managing security, risk, and legal compliance within an INGO context
- Proven track record of making sound judgements in uncertain and pressurised situations.

Values

- Committed to a rights-based approach including an active commitment to putting women’s rights at the heart of all we do as well as the rights of other marginalized people in all aspects of an organization’s work.

Travel

- Ability to travel away from home, often to remote programmatic sites within the country (up to 30%)

Languages

- Proficiency in English and French (Bilingual)

DESIRED

Behavioural competencies (based on Oxfam’s Leadership Model)

Competencies

- *Agility, Complexity, and Ambiguity*
- *Decision Making*
- *Change Management*
- *Humility*
- *Decisiveness*
- *Listening*
- *Mutual Accountability*
- *Vision setting*
- *Enabling*

SAFER RECRUITMENT: *Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and promoting the welfare of children, young people, and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us. Offers of employment will be subject to satisfactory references and appropriate screening checks, which can include criminal records and terrorism finance checks.*