

Job Description – Partnership Manager

Job Title: Partnership Manager –Climate Change and Innovation

Organization: Swisscontact

Project: EcoProsperity

Duty Station: Kampala-Uganda

Reports to: Intervention Manager

Supervisory Responsibilities: No supervisory responsibilities

Remuneration: Competitive

About Swisscontact

Swisscontact was established in 1959 as an independent organization by prominent individuals from the worlds of commerce and science in Switzerland. The organization, based in Zurich, is exclusively involved in international cooperation and since 1961 has carried out its own and mandated projects. Since it was founded, Swisscontact has maintained close ties with the private sector. Swisscontact is currently active in 39 countries implementing 117 projects with a workforce of over 1,000 people. Swisscontact concentrates on private sector development with the focus on skills development and enterprise promotion through projects in Initial Vocational Education and Training, Labor Market Insertion, Upskilling and Reskilling, Sustainable Agriculture, Tourism, Green Cities, Trade and the Entrepreneurial Ecosystems. Globally, in 2020 alone Swisscontact facilitated a 98 million CHF increase for 360,800 (44% women) beneficiaries who have found a job or started their own business.

For over 25 years in Uganda, Swisscontact has been strengthening people's competencies, improving their employability, increasing enterprise competitiveness, and promoting social and economic systems which promote inclusive development. During the last 7 years alone, we have reached circa 80,000 direct beneficiaries (27,000 women) that realized a CHF 13.5 million income increase and over 150,000 beneficiaries through partnerships, with innovative skills, diverse markets and information, various financial products/services, and life skills, among others. Our current portfolio includes 5 projects across 30 districts in Uganda. Swisscontact plays a facilitative role in developing and implementing sustainable solutions that address underlying causes of poverty.

Background of the EcoProsperity Project

EcoProsperity is a 5-year project to be implemented by Swisscontact with funding from the Linsi Foundation aimed at increasing the climate resilience and incomes of young mothers, young women and men in 10 districts in Western Uganda and Eastern Uganda. The project uses a facilitative approach in engaging with the private sector (both local and international companies), public sector (Line ministry and DLGs) and collaborations with different civil society organizations.

The EcoProsperity project is a climate resilience and market development project aimed at improving the employability, food security, incomes and climate resilience of 12,000 young mothers, young women and men (70% women) by increasing their incomes in Uganda. The project will support existing public and private sector actors to provide a wide range of innovative climate-resilient solutions to young mothers, young women and men. These actors will be supported in the assessment of demand, business model

redesign, marketing of services and products and building the capacities of the target groups. Through access to these services and products, the target group will increase their skills and improve their performance in terms of the quantity and quality of the products they produce and avail in the market. Thus, Improving the competitiveness of agricultural market systems which is crucial for the growth of the selected sectors and for the benefit of all market players.

Project Partnership Manager

MAIN RESPONSIBILITIES

- Partnership design, planning & implementation
- Finance and Compliance Management with partners
- Corporate Communication
- Monitoring Result and Measurement (MRM)
- Contribute to Business Development

Job Summary

The project partnership Manager position is supervised by the project intervention manager and will be responsible for supporting partnership Management and Implementation, Financial Management and compliance with project partners, Monitoring and Result Measurement (MRM) in collaboration with MRM team, reporting, project communications, and Business Development. The duties will involve applying the inclusive systems development (ISD) approach to facilitate the implementation and monitoring of business cases and collaborative enagement through partners from the private and public sectors. S/he will be responsible for mobilizing and supporting stakeholders and project partners to participate in sector promotional meetings, workshops, and other project activities.

DETAILED DESCRIPTION OF RESPONSIBILITIES

Planning and Implementation

- Develop annual, quarterly and monthly work plans with budgets in collaboration with the project team that incorporate interventions and activities to strengthen the selected enterprises' competitiveness.
- Develop tailored business cases to inform partnerships with private sector players.
- Ensure that monthly, quarterly and annual planned targets are achieved.
- Identify and assess the needs of partners and other stakeholders involved in promoting interventions towards improving cocoa and honey market systems.
- Develop strategies for building capacity of SMEs and farmer organizations to improve their performance to related services and market to smallholder cocoa farmers and beekeepers.
- Apply a facilitative approach to managing relationships with partners and meeting deliverables.
- Establish contacts with potential regional enterprises interested in providing business opportunities for target beneficiaries.
- Mobilize and support stakeholders and project partners to participate in sector promotional meetings, workshops and other project activities in targeted project districts and at National level.
- Conduct follow-up of partner activities in project locations.
- Analyze the social economic and political situations including new business opportunities and partners that have the potential to drive the achievement of project goals.
- Popularize the market systems approach among the public and private sectors players.
- Prepare field visits for the Project Manager, Country Director and consultants.

- Ensure that the project is implemented in line with Swisscontact guidelines and procedures.
- Monitor project implementation with all partner organizations.
- Actively participate in the regional knowledge management activities.

Reporting

- Ensure timely reporting from partners.
- Actively participate in team/stakeholder meetings at the district and sub-counties level and provide feedback on deliberations and actions.
- Document information in the target communities and activities carried out for reporting purposes.
- Prepare and submit monthly and quarterly progress reports (technical, financial).

Finance and Compliance Management

- Develop and support budget for business cases with partners.
- Submit timely requests for planned activities.
- Submit accurate accountabilities for funds expensed by partners.
- Participate in regular financial and strategic planning in line with project documents.

Communication

- Coordinate with local government authorities and other stakeholders in the Districts.
- Represent Swisscontact with public authorities, partner organizations and other stakeholders.
- Develop presentations to local government authorities and other stakeholders.
- Develop knowledge products (case studies, success stories, articles etc.).

Monitoring and Result Measurement (MRM)

- Monitor the implementation of business cases and other activities, and work with the Monitoring and Result Measurement (MRM) Coordinator to facilitate the attainment of required MRM information.
- Support the development of beneficiaries' database and regular updates.
- Support MRM activities, such as baseline, mid-term evaluation and impact evaluation.

Business Development

- Documentation of success stories, drawing up expressions of interest, concept notes and proposals by providing market development content and documentation of best practices and new approaches.
- Assessment of opportunities for market development in project locations.
- Disseminate information on tenders and other business development opportunities.
- Assessing of such opportunities in collaboration with the Head of enterprise and business development.

CANDIDATE REQUIREMENTS

Personality Traits

Proactive, driven, results-oriented, positive, collaborative, flexible, values-oriented and enthusiastic.

Competencies/ Skills

- Analytical
- Writing

- Financial management
- Communication
- Stakeholder Management
- Project monitoring and evaluation
- Project Planning and implementation
- Resource mobilization
- Interpersonal
- MS Office

Qualifications and Experience

- Minimum 5 years of work experience in development (or mix of development and private sector) including building public/private partnerships in the Agricultural sector with a Degree or equivalent in the fields of Agriculture Economics, Agribusiness, Business Administration, and Rural Development, Enterprise Development or other related fields.
- OR, minimum 5 years work experience of development (or mix of development and private sector) including building public/private partnerships in the Agricultural sector with a bachelor's degree in a relevant field of study.
- Significant knowledge and experience in market systems approach and entrepreneurship promotion in the agricultural sector.
- Proven experience in the private sector development or relationships with private sector partners.
- A strong knowledge and experience in gender programming

Application Process

Interested and qualified candidates should apply by submitting their CV and cover letter along with the contacts of three professional referees to suzanne.oweka@swisscontact.org ug_info@swisscontact.org and kenneth.aedu@swisscontact.org by Friday the 17th May 2024.

Female candidates are strongly encouraged to apply.