



# ALL AFRICA CONFERENCE OF CHURCHES (AACC) CONFERENCE DES EGLISES DE TOUTE L'AFRIQUE (CETA)

AACC-CETA

General Secretariat (HQ): P. O. Box 14205, 00800 Westlands, Nairobi, Kenya

Tel: +254 724 253 354, + 254 113 507 868, + 254 20 4441483 • E-mail: [secretariat@aacc-ceta.org](mailto:secretariat@aacc-ceta.org) • Website: [www.aacc-ceta.org](http://www.aacc-ceta.org)

## **ALL AFRICA CONFERENCE OF CHURCHES (AACC)**

### **Job Advertisement**

**Job: Programme Executive - Horn of Africa (HoA) Peace Project**

**Duty Station: AACC Liaison office to the AU, Addis Ababa - Ethiopia**

**Duration of Contract: 8 months (approx.)**

**Reporting to: Director for the African Union Office and Advocacy**

### **JOB DESCRIPTION**

#### **RESPONSIBILITIES:**

1. Exploring trends in the Horn of Africa that relate to AACC's core mandate, and to the greatest extent possible, identify any potential areas / topics where AACC & the HoA consortium project could make a strong impact without drifting from the core objectives of the project.
2. Facilitating AACC members' advocacy initiatives on peace to IGAD & EAC secretariats and their Member States including to the AUC.
3. Facilitating members' participation in seminars, workshops & webinars on thematic areas of the project, including ensuring participation by women, youth, people with disabilities, and men.
4. Keeping abreast with the latest trends and developments in the HoA; undertaking reviews of best practices in response to situations in the HoA to inform the best possible response(s) the AACC can make.
5. Engaging AACC members in the HoA region and other FBOs & CSOs for mutual benefit and concerted advocacy efforts towards decision makers and power centres; including facilitating AACC members' advocacy initiatives towards IGAD, its Member States, and the AUC.
6. Organising and coordinating faith leaders' delegations to hotspot countries in the HoA when needed.

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PRESIDENT: Rt. Rev. Arnold C. Temple • GENERAL SECRETARY: Rev. Dr. Fidon Mwombeki

#### **SUB-OFFICES**

African Union Liaison Office: Nifasilk Lafto Sub City, Woreda 03, Addis Ababa, Ethiopia • TEL: +251 11 385 10 08 / + 251 11 385 10 95  
E-mail: [aaccoffice.au@aacc-ceta.org](mailto:aaccoffice.au@aacc-ceta.org)

Bureau Régional: 01 B.P. 2268 - Lomé 01, 1235, Rue de la Paix Bè-Château - Lomé-Togo • Tel: +228 22 21 59 24

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7. Initiating and leading key advocacy initiatives in the region.
8. Representing AACC in the HoA Peace project consortium meetings whilst maintaining strong and proactive working relationships with the project consortium members.
9. Ensuring HoA project compliance requirements by coordinating due diligence, occasional program audit, planning, monitoring, evaluation and learning.
10. Monitoring HoA project impact in close collaboration with the project consortium members; conducting periodic reviews of programming approaches; ensuring project objectives are met, while incorporating lessons learned, whilst incorporating innovation and emerging best practices in the peace, security, governance & human rights sectors.
11. Identifying opportunities for new programs and initiatives.
12. Perform any other duties that may be assigned from time to time.

### **ESSENTIAL QUALIFICATIONS, SKILLS, AND EXPERIENCE:**

- A University degree at masters or postgraduate level in a relevant field: (Public Policy, Public Administration, Political Science, Contextual Theology, International Relations & Diplomacy, Law, Human Rights & Democracy).
- Experience in working with Faith-Based Organizations, international organizations, non - governmental organizations, or diplomatic missions.
- Extensive knowledge of the geopolitics of the Horn of Africa, and Knowledge of the functioning of multilateral institutions and governments in the region.
- Prior experience with writing and designing statements, policy briefs, position papers, and statements.

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- Experience in organizing consultations/workshops/training with a good touch on the logistics side.
- Excellent IT skills: Microsoft Word, Outlook, and Excel (advanced skills in Excel would be useful).
- Excellent communication and interpersonal skills and the ability to effectively communicate with people from a wide range of backgrounds. Strong writing and reviewing skills: fluency in written and spoken English is a prerequisite.
- A flexible and proactive approach; willingness to work in support of different areas of the AACC Liaison office's objectives as needed.
- Strong organizational skills, including the ability to manage priorities, work under pressure, and meet tight deadlines.
- Project financial management experience.

## REQUIRED COMPETENCIES:

- Collaborating and partnering.
- Delivering value for money and quality service.
- Delivering at a fast pace.
- Effective Communication.

## TO APPLY:

Interested candidates are asked to provide their current CV, Cover Letter, Academic and Professional Certificates in applying with relevant experience/expertise, to email: [info@ethiojobs.net](mailto:info@ethiojobs.net)

**The deadline to receive applications is Monday, 20<sup>th</sup> March 2023.** We thank you for your interest in joining the AACC.

***\* Women and youth candidates from the Horn of Africa region are strongly encouraged to apply.***

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