

African Risk Capacity (ARC)

Terms of Reference

*Country Engagement Manager for West and Central Africa
Based in Abidjan, Cote d'Ivoire*

Title: ARC Country Engagement Manager for West and Central Africa

Org. Unit: ARC

Duty Station: Abidjan, Côte d'Ivoire

Background:

Two-thirds of all emergency food aid is delivered to Africa and half of WFP's expenditures are a result of weather-related causes. With the support of DFID, SIDA, SDC, IFAD and the Rockefeller Foundation, WFP provided technical and managerial assistance to the African Union Commission in the establishment of the African Risk Capacity (ARC) Agency. The treaty-based organization has 22 member states at present and focuses on quantifying and monitoring weather risks for food security in Africa with an aim of assisting countries in managing weather disaster risk for vulnerable populations more effectively through the creation of a risk pool.

The WFP Executive Director and the Chair of the ARC Governing Board have entered into an administrative services agreement whereby all ARC activities utilize WFP administrative processes including procurement, HR and IT services. The ARC Secretariat based in Johannesburg and Abidjan manages all in-country capacity building programmes and member state government relations.

Duties:

The *Country Engagement Manager for West and Central Africa* will be responsible for managing ARC programme for three to four selected countries, and will be expected to travel between the countries of responsibility. Within delegated authority, and under the supervision of the *Head of Government Services for West and Central Africa*, the *Country Engagement Manager for West and Central Africa* will work closely with the Technical Support Division and the Contingency Planning division. The Country Engagement Manager for West and Central Africa will be responsible for the following duties within each country:

Specific ARC Project Responsibilities:

- Engage countries towards a MoU signature and initiate the set-up of the ARC working structure in a country;
- Ensure buy-in with government including senior government officials and in-country partners as the main in-country contact person for the ARC Secretariat and the ARC in-country working group focal point(s);
- Manage the on-the-ground implementation of Africa RiskView customization and ARC contingency planning, building consensus with local partners on all aspects of the project's scope;

- Work together with the senior ARC managers in recruiting and managing national in-country officers to ensure the in-country work plans are completed in accordance with established procedures, meets standards and is completed on schedule;
- Coordinate under the direction of the Lead Contingency Planner ARC contingency planning efforts and other capacity building activities with the in-country working groups;
- Facilitate the process for establishing each country's terms of participation in ARC's risk pool;
- Understand the Africa RiskView software and assist the ARC Technical Team in the refinement of the model by soliciting and synthesising in-country working group feedback, working with national technical experts and securing improved data as required;
- Develop Country Strategy papers for countries of responsibility, outlining risk profiles, institutional framework, and response mechanisms;
- Identify opportunities for collaboration with AU and UN Agencies, NGOs and lead technical partner institutions in country;
- Liaise with Government's financial partners to identify potential support to ARC Member States interesting in joining ARC Ltd risk pool;
- Identify synergies between ARC mechanism and other risk mechanisms in discussion / or available in country;
- Manage knowledge exchange and document progress towards objectives of the country programme, mapping the major decisions taken pertaining to countries' participation, tracking logframe indicators and providing input to M&E unit.

General ARC Project Responsibilities:

- Oversee the delivery of ARC services to the ARC countries for which he/she is responsible;
- Support African governments in taking fully informed decisions on participating in the ARC risk pool:
 - Help to convene in-country working groups comprised of relevant government ministries and other stakeholders in food security, risk management and contingency planning in target countries, leveraging existing national platforms as appropriate;
 - Organise and conduct *Africa RiskView*, contingency planning and ARC training workshops for in-country stakeholders, including government and their partners, and regional body representatives;
 - Assist the in-country working group in finalizing the milestones of the workplans;
 - Identifying synergies with existing in-country programmes for ARC and *Africa RiskView*.
- Contribute significantly to the detailed technical design study for feasible ARC risk pool architecture through gathering feedback from in-country stakeholders:
 - Contribute to the development of ARC participation and operational guidelines;
 - Facilitate the discussion on and acceptance of the ARC's operation and institutional structure by stakeholders.

- Work closely with the *Head of Government Services for West and Central Africa* in coordinating consultations and political engagements:
 - Facilitate and participate in consultations held with countries, Regional Economic Communities, donors, NGOs and civil society, international organisations, private sector actors, and leading thinkers consulted on the ARC concept.

Other Responsibilities:

- Undertake other duty travel, as necessary;
- Perform other related duties as requested by the senior ARC staff.

Qualifications

Education:

University degree in one or more of the following disciplines: international development, development economics, rural development, business administration, or any other field relevant to international development assistance.

Experience:

Five years of progressively responsible professional experience in public sector management, financial management, development projects, emergency assistance, or any other related field. International experience in Africa, in particular, in Western and Central Africa, is required. Experience in dealing with African governments in Western and Central Africa is a strong asset.

Communication and Language skills:

Excellent written and verbal communication skills in both English and French, including the ability to write clear and concise briefing papers, external communication, and strategic operational documents. Excellent written and verbal communication skills in another official language (Arabic or Portuguese) is a strong asset.

Required technical / functional competencies:

Good understanding of the international humanitarian aid, donor, and development communities;

- Demonstrated ability to develop and maintain effective partnerships with focus on the West and Central Africa region;
- Strong analytical skills in order to identify systemic issues, both programmatic and operational, and develop viable solutions;
- Strong interpersonal, negotiation and diplomatic skills with the ability to establish effective working relations with people at all levels and of different national and cultural background;
- Ability to prioritize multiple tasks under tight deadlines in a timely manner in a dynamic environment;

- Some knowledge of food security planning and emergency response in Africa would be an asset;
- Ability to represent ARC as a trusted and reliable partner.

How to apply:

Interested candidates should send their cv and cover letter to:

assia.sidibe@africanriskcapacity.org and copy Kuukua.koranteng@africanriskcapacity.org