

Department: Programmes
Reporting to: Head of Programmes
Contract Type: Permanent
Category: National Level
Location: Lodwar, Kenya

Working at Mary's Meals International:

Our mission, vision, and values are at the very heart of everything we do here at Mary's Meals and working for Mary's Meals International is so much more than a career opportunity, we offer the opportunity to support our global movement in a dynamic, flexible and inclusive environment with a real focus on personal and professional development. We believe in the innate goodness of people, respect the dignity of every human being and family life and believe in good stewardship of the resources entrusted to us. In line with our values, Mary's Meals is fully committed to a culture of safeguarding.

Job purpose

Reporting to the Head of Programmes, the Programme Development Lead will provide strategic leadership of the programme development team, in line with the MMI School Feeding Approach, strategic objectives and relevant policies. The Programme Development team works very closely with the Programme Delivery and Quality Assurance team's to understand programme issues. He/she is responsible for research, learning, and providing key inputs and innovative ideas on how to continuously improve the MM School Feeding Approach and working towards programme excellence. In addition, the position is responsible for leading institutional donor project impact assessment and baseline activities.

The post is key to the successful running and development of the school feeding programme in country, and will have regular interactions and strategic alignment with key personnel in the MMI Programmes Development and Operations team in support to the Head of Programmes. The Development Lead requires to dedicate considerable time to ensure a high-performing, resilient, and dedicated development team.

Key activities

Ensure effective management of the development team, in line with the MMI SFA, strategic objectives, in-country Strategy, and lead in the following:

Programmatic Excellence

- Liaise with the Programme delivery team and lead in the identification of programme issues, operational improvement and development needs
- Coordinate strategic research, rapid assessments and learning to understand and explain identified issues
- Refine existing programmes and develop innovative programme refinements, aligned to our school feeding approach, with clear implementation guidelines
- Monitor programme refinements and piloting of new approaches to ensure implementation has desired effects.

Monitoring, Impact and Granting

- Ensure that the systems and processes for monitoring programme impact are robust and consistently applied, in coordination with the data quality staff.
- Lead in the design and development of impact assessment research, including developing implementation tools and plans for an effective tracking of indicators and activities.
- Lead project monitoring and rollout of surveys and data collection to support reporting of all institutional and other grants

Learning and Capacity Building

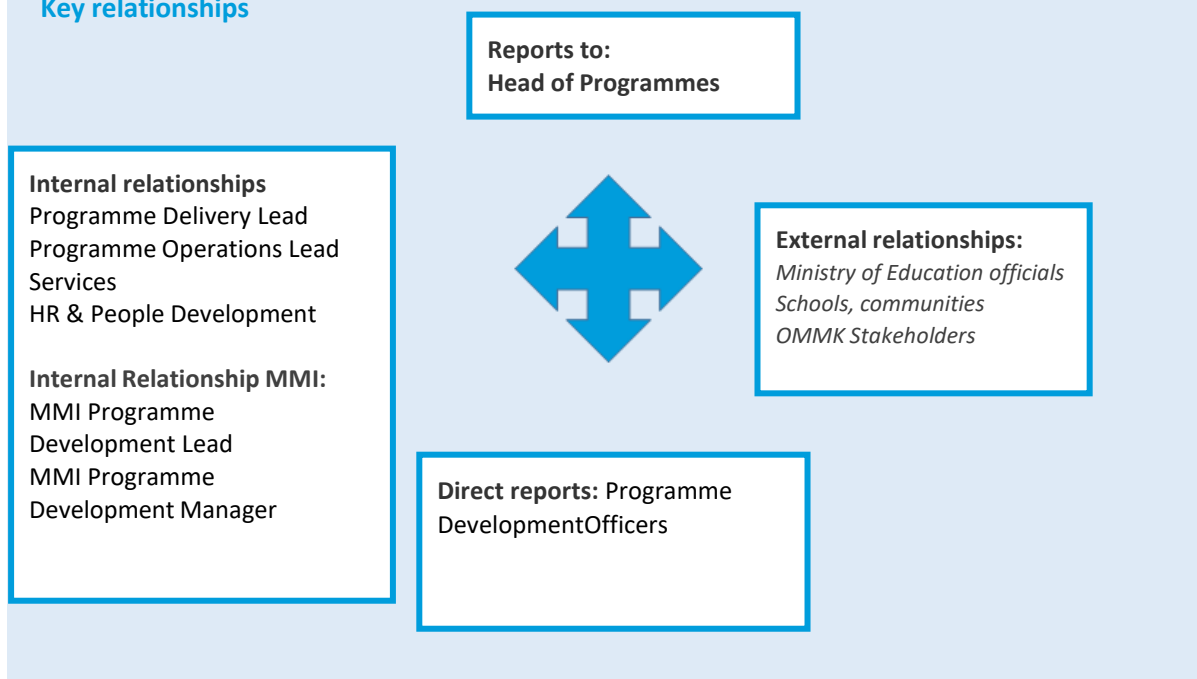
- Promote a learning culture across Programmes function and MMK more widely
- Establish a strong system of feedback and knowledge sharing across the Programmes function and Mary's Meals Kenya as a whole
- Lead on the learning and capacity building needs of school and community partners
- Facilitate the sharing of best practices across MMK and our global programmes, through the Programme Development Lead Forum and with other opportunities as identified
- Identify in-country research needs and lead research in accordance with MMI Programme Development team.

Other

- Coordinate responses to external audits conducted by MMI Risk & Assurance, liaising with MMI Programme Operations and Programme Development as required
- Develop a high-performing, innovative, resilient, and sustainable development team through constant coaching, mentoring and role modelling
- Lead the management of implementing partners where applicable
- Any other duty as assigned from time to time.

The role will require to travel to locations in which Mary's Meals programmes operate.

Key relationships



Qualifications, skills and experience	Essential	Desirable
Strong commitment to Mary's Meals vision, mission and values	?	
Degree qualification, with a relevant post qualification experience	?	
Proven experience of strong leadership of a function, and in coaching and developing high performing teams and individuals	?	
Strategic thinker, with experience of developing and delivering strategy in a complex environment	?	
Proven ability to identify and drive to a goal, and focused on delivering objectives while consistently demonstrating our values	?	
Strong communication and interpersonal skills, with ability to establish effective working relationships at all levels	?	
Experience of monitoring, evaluating, learning and reporting against agreed strategy and plans	?	
Strong analytical skills and effective financial management experience	?	
Strong cultural sensitivity, with an ability to work well with a wide range of people in many different contexts	?	
Experience of international development, knowledge of the place of school feeding, and working in international environments and teams		?
Strong experience of liaising with community groups and governments	?	
Experience working in emergencies		?
A postgraduate degree in a relevant subject		?

Mary's Meals International Manager competencies

All Mary's Meals International employees approach their role in line with the 7S competency model.

Self	<ul style="list-style-type: none"> • I build and demonstrate resilience • I lead by example • I'm authentic and true to Mary's Meals values • I develop myself and set stretching goals
Service	<ul style="list-style-type: none"> • I have a vocational attitude to my work • I inspire hope in others • I build belief that even difficult challenges can be solved • I am committed to serving and enabling all who want to be part of the global movement • I work to ensure our future will be even better than our past
Simplicity	<ul style="list-style-type: none"> • I communicate effectively • I follow clear decision making criteria • I create plans that are easy to follow and contribute to organisational goals • I embrace inclusivity and diversity • I focus on delivering results
Stewardship	<ul style="list-style-type: none"> • I pay attention to the things that matter most – (a) our physical resources; (b) our people • I nurture, develop and respect our relationships with external stakeholders • I deliver on my promises • I am happy to be held accountable and to hold others to account
Strategy	<ul style="list-style-type: none"> • I have a point of view about the future • I know our stakeholders and see our priorities clearly • I help others to work in ways that have the greatest impact • I develop strategy and translate it into action
Strengthen	<ul style="list-style-type: none"> • I create a positive work environment • I increase the capabilities of my team • I help people manage their careers • I find and develop next-generation talent
Success	<ul style="list-style-type: none"> • I ensure my team is technically competent and always developing • I build high performing teams • I ensure accountability • I am a catalyst for change

Changes to the job description

As the organisation evolves, job descriptions may need to be reviewed and if appropriate, changed. Such changes may be initiated as necessary by the manager of this position in consultation with the employee. This job description may also be reviewed as part of preparations for the annual Personal Development Review.

Declaration of acceptance

I have read this job description and accept it.

Employee name.....

Signed

Date.....