



THE ORGANIZATION

Yamba Malawi transforms children's lives by empowering communities to break the cycle of poverty. We acknowledge that strained resources, poor safety nets, and limited caregiver capacity lead to poor childhood development outcomes, particularly during children's first five years, and have lifelong effects. Limited financial literacy and insufficient access to formal financial services hinder community and caregivers' efforts to invest in their children's futures. And lack of economic opportunity creates a cycle of extreme poverty that increases childhood vulnerability and has lifelong effects on children's growth, development, and happiness.

Yamba Malawi's signature Childhoods and Livelihoods program uses a holistic 3-pronged approach to addressing these complex and interrelated sets of challenges: 1. improving nurturing care and support for children through the strengthening of community safety nets and services, and increasing caregiver knowledge and skills in best practices for childhood wellbeing and early childhood development (ECD), 2. increasing access to financial knowledge and services, including training, savings and credit, and budgeting to improve the use of income on children's existing and future needs, and 3. improving economic resilience through diverse income generating activities that provide increased income to meet children's basic needs.

Working at the household and community level, the Program includes a planned, time-bound sequence of activities that pairs the transfer of business assets with training, savings promotion, short-term income stabilization, and critical ECD and childhood wellbeing coaching that enables caregivers to plan beyond immediate needs and build foundations to improve their children's futures.

The organization is seeking experienced professionals to contribute their high level of expertise to the organization and the program through the following positions:

Position:	Program Manager
Location:	Mangochi, Malawi
Job Category:	Full-time
Period:	Full-time Period: 1 year Contract (Renewable)
Reports to:	Director of Programs
Language(s):	English, Chichewa

THE POSITION DESCRIPTION

The Program Manager will be responsible for leadership, management, and supervision for all aspects of the Child focus –Ultra -Poor Poverty Graduation Program with the overall objective of improving the well-being of children in Malawi. The role will strengthen and develop effective relationships with key government and other stakeholders aligned with the program. This position will be responsible to develop and update the relevant program monitoring and evaluation framework in liaison with the MEAL Manager ensuring that the technical integrity of the program is maintained, and that coordination between all parts of the program is harmonized.

This position will directly supervise program officers.

RESPONSIBILITIES

Program Implementation

- Facilitate successful implementation of Child Care and Support, Livelihoods Promotion, Financial Inclusion, Social Protection and Social Empowerment Program activities at field level according to Yamba Malawi Logical Framework, Theory of Change and Action Plan etc.
- Provide overall support to the effective implementation of the Ultra -Poor Poverty Graduation pillars.
- Develop and maintain strategic relationships with local partners and local authorities; maintaining coordination and appropriate information sharing and communication lines.
- Ensure regular household coaching for participants involving regular check –ins by frontline staff
- Support Program Staff in engaging in extensive, regular consultations with all project stakeholders, including participating communities, mass organisations, government ministries and departments.
- Conduct trainings where appropriate with program staff, community structures, local leadership, and other relevant groups.
- Work closely with field staff, Program partners and Yamba Malawi’s Finance Staff to control and verify all Program expenditures, and to ensure they are allocated correctly against approved budgets, including explanation of significant variances.
- Provide ongoing supervision and regular appraisal of staff according to Yamba Malawi’s Performance Development and Review System.
- Ensure the development of clear exit strategy with linkages to services, markets, and community support where households link to social protection services, markets, financial services, and community resources so that families continue to progress after the programme ends.
- Ensure that gender and other social inclusion issues are incorporated into the assessment, design, planning, implementation and monitoring and evaluation of the project.

Monitoring, Evaluation, Accountability and Learning

- Lead the regular technical and methodological monitoring and evaluation according to Yamba Malawi M&E Plan.
- Prepare regular reports on all activities following specified formats and agreed schedules ensuring data quality and adherence to agreed M&E protocols
- Manage the efficiency and effectiveness of all Program activities to ensure maximum impact and sustainability
- Conduct monitoring visits to program impact areas to assess progress of activities against targets and to provide supportive supervision and mentorship to Program Officers, Field Facilitators and provide guidance in areas where improvements are needed.



- Conduct program status review meetings with program staff, Volunteers, and program participants.

COMPETENCIES/PERSONAL ATTRIBUTES

- Deep knowledge and understanding of Early Childhood Development frameworks including general experience in managing Orphans and Vulnerable Children programs.
- Experience designing and implementing participatory training/coaching programs.
- Experience and knowledge in Livelihoods management including micro/small enterprise markets, value/supply chains, and or social protection programs.
- Strong management and interpersonal skills, strong written and oral communication.
- 5 years + experience in program management and implementation, working with NGOs.
- Demonstrated understanding of the range of capacity-building approaches and their applicability to different contexts and needs.
- Excellent interpersonal and communication skills, including the ability to convey concepts clearly and concisely.
- Experience in training and facilitation including Knowledge of and experience with participatory training approaches.
- Computer literacy.
- Language proficiency in English and Chichewa.

DESIRED QUALIFICATIONS

- Minimum of bachelor' Degree in Social Work, Community Development, Social Science or any other relevant fields.

APPLICATION PROCEDURE

Applications from qualified candidates, including a Curriculum Vitae and a cover letter that justifies the relevance of the candidate's background and experience to the position should be filled in the following link: <https://forms.gle/WJXd3LMu6EYCby7e6> no later than **Friday, May 10th, 2024**. Please specify in the email subject line the position being applied for: **Programs Manager**. Only shortlisted candidates will be contacted.