

JOB DESCRIPTION



Project Manager East Africa

**Location: Ethiopia
August 2019**

PUR PROJET

PUR Projet is a global leader in supply chain sustainability. We develop socio-environmental projects within the supply chains of our Corporate Partners. Through the economic and social empowerment of local communities and the introduction of sustainable development initiatives at the agricultural level; PUR Projet seeks to address climate change, while regenerating and preserving the ecosystems upon which these supply chains depend. Many of PUR Projet's projects fall within the categories of insetting, regenerative agriculture, agroforestry, forest conservation and landscape restoration.

PUR Projet is an impact driven social business and B Corp, based in Paris, France. We are > 60 persons with offices in Toronto, Singapore, Bogota and Thailand. We operate programs in >40 countries. PUR Projet has a depth of experience in South America, Asia, Africa and Europe; PUR Projet's clients range in size but include large programs with entities such as Nespresso, Burberry, Ben & Jerry's, L'Oréal, AccorHotels and Caudalie.

More information on PUR Projet and our work can be found on our website at www.purprojet.com.

ROLE

PUR Projet is seeking an ambitious, creative and engaging, impact driven individual for the role of Project Manager East Africa with a specific focus on coffee and Ethiopia, working with PUR Projet's new and existing clients, and partners, in the development of positive impact programs in their agricultural supply chains.

CONTEXT

PUR Projet has been working in Ethiopia, SNNP region, since 2015, implementing a sustainable coffee ecosystem project (Sidama Project). To date, 400 000+ trees have been planted with 5 000+ smallholder farmers, 500 farmers are being trained on Good Agricultural Practices, 500+ cookstoves have been implemented and a Gender Diagnosis was conducted in January 2019.

As part of a new partnership with a French public stakeholder, PUR Projet will design and implement from late 2019 until 2023 the long-term strategy of the Sidama Project.

This strategy is composed of three main pillars:

- **Community engagement**
- **Impact measurement of project benefits and local dissemination**
- **Design and implementation of the long-term autonomy strategy (market studies, elaboration of a business plan, etc.)**

DUTIES & RESPONSIBILITIES

SUMMARY OF RESPONSIBILITIES:	<p>The Project Manager East Africa will be responsible for designing and implementing the long-term autonomy strategy, as well as progressively oversee the regular field operations in Ethiopia in strong coordination with the existing team (based in Awassa).</p> <p><i>This position is expected to evolve in the medium term and include business development in the region (fundraising with multilateral organizations particularly) as well as design and management of operations in East Africa (in Ethiopia and other countries in East Africa).</i></p>
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INDIVIDUAL RESPONSIBILITIES:	<p>IMPLEMENTATION OF THE LONG-TERM STRATEGY OF THE SIDAMA PROJECT</p> <ul style="list-style-type: none"> - Design and coordinate with the local team the impact monitoring operations (eg: biomass inventories, soil fertility) - Design and coordinate with the local team the community engagement strategy (eg: forum theater, environmental education, gender strategy) - Design and implement the long-term autonomy strategy (eg: workshops with farmers, market studies, business plan, etc.)
	<p>PROJECT DESIGN & MANAGEMENT</p> <ul style="list-style-type: none"> - Assess the feasibility of, and design new ecosystem restoration projects in Ethiopia - Oversee the implementation of activities of the Sidama project at the farm and landscape level in strong collaboration with the existing local team - In the medium term, manage field operations in other countries in East Africa - Develop project budgets in close collaboration with Programs team leading the customer relationship - Support CO2 monitoring and certification for long-term permanence of ecosystem carbon and services
	<p>PROJECT PROGRESS MONITORING & REPORTING</p> <ul style="list-style-type: none"> - Review and oversee the project monitoring & evaluation framework - Oversee the data collection and reporting on projects progress done by the existing team - Track and report on project budgets and progress for internal management purposes.
	<p>BUSINESS DEVELOPMENT & SUPPORT TO PROGRAM MANAGEMENT</p> <ul style="list-style-type: none"> - Identify fundraising opportunities for projects in Africa (particularly East Africa). - Develop by yourself and support senior programs managers on key initiatives and business development opportunities (strengthen supply chains, social development, environmental or agronomic research) by conducting desk review, data analyses, and by producing proposals, contracts and budgets. - In coordination with the Program team as well as the Ethiopian team, ensure the follow-up of existing programs, which includes tracking and reporting with rigour on field activities and budgets.

TEAM RESPONSIBILITIES:	<p>COMPANY REPRESENTATION</p> <ul style="list-style-type: none"> - Represent PUR Projet in the field in multi-stakeholders alliances and at meetings with public and private counterparts - Build a local network
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	<ul style="list-style-type: none"> - Contribute to building PUR Projet's project strategy in Ethiopia in strong collaboration with local stakeholders - Support the development of marketing and communication materials related to PUR Projet's work with field data
	<p>SUPPORT INNOVATION</p> <ul style="list-style-type: none"> - Work with the international team to continually improve PUR Projet's project tools and procedures, to ensure PUR Projet continue to highest quality project implementation and roll-out - Be creative, and bring forward opportunities and concepts that can improve the impact and sustainability of PUR Projet's projects - Contribute to PUR Projet's internal knowledge groups
	<p>CULTURE & COMMUNITY</p> <ul style="list-style-type: none"> - Support a healthy, fun and effective work environment as part of the PUR Projet Team - Participate in internal workshops, seminars & social events to help carry PUR Projet's strong sense of community - Demonstrate your individual character, nature and ideology within the Company and support others to do the same - Support the Regional Manager Africa on key initiatives and business development opportunities

REPORTING:	<p>The successful Candidate will report to Regional Manager Africa.</p> <p>The successful Candidate will also be expected to closely collaborate with a number of colleagues based in the Paris, Ethiopia and other Global Offices.</p>
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QUALIFICATIONS

EDUCATION:	<p>Graduated from an internationally renowned university with either (1) a political science/management background supplemented by a professional experience in the field of environmental protection or (2) a scientific background (preferably agronomy or agriculture engineer, environmental sciences, geography or related) supplemented by a professional experience in project management.</p> <p>A Masters-level (or equivalent) degree in a similar, related, or relevant field is considered a strong asset.</p>
EXPERIENCE:	<ul style="list-style-type: none"> - Minimum of 4 year-experience in the management of projects or consulting in Africa and/or field projects implementation worldwide - Experience working in Ethiopia will be favored in the recruitment process - Knowledge/professional experience related to the coffee supply chain will be an asset
SKILLS:	<ul style="list-style-type: none"> - Business Development and Management: Strong social entrepreneurship mindset and commercial sense

	<ul style="list-style-type: none"> - Team Management: Leadership skills in line with PUR Projet People strategy; ability to embody PUR Projet’s missions and values; strong interest in well-being of team members, team empowerment, talent management, mentoring and supportive leadership. You should be generational savvy and able/open to work with collective intelligence - Social Science & Ecology: Knowledge seen as an asset: supply chains, sustainable development goals, global reporting framework, climate change, carbon accounting, fair trade certification, environmental impact measurement, international policy frameworks, gender, worker rights, child labour. - Digital Tools: Proficient in the use Microsoft Office and Google Drive.
PERSONAL CHARACTERISTICS:	<ul style="list-style-type: none"> - We are seeking an individual who takes strong responsibility and accountability for his/her work. An individual who is driven to protect and restore ecosystems and improve livelihoods, self-reliant and comfortable working both autonomously and in a team. - Strong interpersonal skills and a social entrepreneurial attitude will both be seen as a strong asset due to the nature of the work and interaction with clients, partners and beneficiaries of the projects.
LANGUAGES:	Candidates must be fluent in Amharic and English. French would be an asset.

WORKING CONDITIONS

The successful candidate will work in Addis Ababa with frequent travel to Awassa (up to 40% of working time). Trips to the head office in Paris, and other project locations in East Africa are also to be expected. Candidates will be expected to be comfortable working both outdoors, on projects in the field, in varying conditions, and in the office.

CONTRACT

We are looking for an individual to fulfill a full-time position to be filled as soon as of November 2019 (earlier or later starting date can be discussed).

REQUIREMENTS & CERTIFICATIONS

Candidates must have a valid passport (Ethiopian passport would be an asset) and a valid motorbike and/or car driver’s license. Candidates must have the ability to travel in the EU and East African countries at minimum.

RECRUITMENT PROCESS

PUR Projet kindly asks that interested candidates submit their CV by email to marie.baranger@purprojet.com and recruitment_projects@purprojet.com with the subject “PM EAST AFRICA – LAST NAME, FIRST NAME”.

In your application email please answer concisely the following questions (a cover letter is not required at this stage):

- Why do you apply for this specific position? Explain concrete drivers of motivation.
- What are your strengths and experiences that would make you a strong candidate for this position?

It is kindly requested that all submissions are made by September 15th, 2019, although telephone interviews can begin before this time for any short-listed candidates who have submitted their documents early.

All CVs will be reviewed by the PUR Project Team. Those candidates shortlisted will receive an email no later than September 15th, to request a telephone interview. The final two stages of the recruitment process will be an in-person interview and case study, and a team meeting.

Please be prepared to have two references available upon request.