



Call for Applications - Terms of Reference: Project Manager for SHE SOARS!

Location: Kenya, Uganda or Zambia

Duration: 12-month position with possibility of extension

Interested candidates should fill out [this form](#) by 11:59 pm EST (UTC-5) on January 2nd, 2022.

About the YCSRR

The Youth Coalition for Sexual and Reproductive Rights (YCSRR) is an international organization of young people (ages 18-29 years) committed to promoting adolescent and youth sexual and reproductive health and rights at the national, regional and international levels. We are volunteers from all over the world, with a small team of staff based in Ottawa to support us in this mandate. We are students, researchers, lawyers, health care professionals, educators, development workers, and most importantly, we are all dedicated activists.

Together, we work to ensure that the sexual and reproductive rights of all young people are respected, guaranteed and promoted, and strive to secure the meaningful participation of young people in decision-making that affects the lives of young people and adolescents. We do this through advocating, generating knowledge, sharing information, building partnerships, and training young activists.

About the SHE SOARS! Project

SHE SOARS! (Sexual and reproductive Health & Economic empowerment [SHE] Supporting Out of school Adolescent girls' Rights and Skills [SOARS]) is a seven-year, Global Affairs Canada-funded project. SHE SOARS is a multi-stakeholder project working on the areas of sexual and reproductive health and rights and economic empowerment in Kenya, Uganda and Zambia. As part of YCSRR's mandate, our focus will be to **strengthen the capacity of youth-led organizations in the region & deliver on youth-led SRHR advocacy and meaningful youth engagement and empowerment across the project.** In light of our key principles of co-leadership, co-ownership and co-creation, our intervention will be to **improve effectiveness of youth-led organizations' capacity to advocate for evidence-based, accountable and equitable SRHR policies, legal frameworks and services.**

About the Role

The YCSRR is seeking services for a **Project Manager consultant** on the SHE SOARS Project, to be based in one of the three implementing countries of Kenya, Uganda or Zambia, for an initial duration of twelve months. The individual will **oversee the design, management and implementation of activities, outreach, and development goals** in collaboration with the SHE SOARS Youth Advisory Board, SHE SOARS partner organisations, and the YCSRR membership and secretariat.

Job Description - Duties & Responsibilities

- 1. Leadership and coordination for successfully implementing the project, learning, and generation of evidence for outcomes and impact of SHE SOARS activities and programmatic work (40%)**
 - Support the development of substantive youth-led SRH rights and services, and the development of inclusive programming to be implemented with partnering organizations.
 - Develop, review and revise project work plans, and manage overall budgets in consultation with Youth Advisory Board, YCSRR secretariat and other stakeholders.
 - Plan and coordinate advocacy activities, forums, meetings, training and other events related to the project.
- 2. Contract and Budget Management and Compliance (20%)**
 - Monitor adherence to funder agreement of SHE SOARS activities and programmatic work.
 - Ensure time bound conditions are reflected by date, working with partners as appropriate to ensure time constraints are met.
- 3. Program Monitoring, Evaluation and Reporting (20%)**
 - Prepare internal and external reports about the project.
 - Ensure proper recording and management of information for project indicators and other monitoring and evaluation tools as required.
 - Implement creative and youth-friendly M&E strategies and frameworks.
- 4. Networking, communication and collaboration with youth-led organizations, SHE SOARS partner organizations, YCSRR membership & staff (20%)**
 - Represent SHE SOARS in project planning meetings, public engagement activities, and support external relationships by building activities to promote the SHE SOARS project as well as the YCSRR and other stakeholders' work around SRHR.

- Lead on establishing partnerships with in-country, grassroots, youth-led organisations and co-ordinate with other relevant stakeholders to build strong working relationships based on co-leadership, co-ownership and co-creation.
- Support YCSRR communications related to the SHE SOARS project and provide advocacy-related information, including drafting content for newsletter, website and social media.
- Support YCSRR members and the Youth Advisory Board in the planning, implementation, and evaluation of activities such as: trainings, events, conferences, etc.

Eligibility and Other Criteria

- YCSRR is an organization of young people under 30 years old. **Only applicants below 30 years old are eligible for this position.**
- The YCSRR is committed to decolonizing SRHR practice and to allow young people from targeted countries to lead on the projects that affect them. The applicant is to be **based in Kenya, Uganda or Zambia** and will work remotely.

Youth Coalition for Sexual and Reproductive Rights recognizes the contributions and critical perspectives that individuals from minority groups and communiti(es) that face systemic exclusion bring to our team. People including, but not limited to, those from the following groups are encouraged to apply: women; mothers; single parents; immigrants; people of colour; lesbian, bisexual, gay, two spirit, transgender, gender non-conforming, queer, and questioning people; intersex people; people with disabilities; and those marginalized on the basis of class or caste.

Who we are looking for

The ideal candidate has strong project management skills, budget management, activity coordination and implementation skills, as well as a passion for youth and adolescent sexual and reproductive health and rights. The individual needs to have cultural awareness and experience with community-led initiatives/SRHR programming in one of the three implementing countries. The candidate will have experience of youth-led advocacy or interest in youth-centered issues and share values that are aligned with our [Principles and Values](#).

The working language of the YCSRR is English.

Required

- Effective written and oral communication skills in English;
- A degree in a relevant field, or the equivalent lived or work experience. Work and/or lived experience will be prioritized, as the YCSRR seeks to open this opportunity up to youth of diverse backgrounds;

- Demonstrated experience managing large-scale projects and complying with funding agreement requirements;
- Demonstrated experience in establishing partnerships and building rapport with stakeholders;
- Proven experience developing and using social media and technology to improve communication with targeted groups;
- Ability to work in a fast paced environment and manage deadlines with minimal supervision;
- Proven ability to work autonomously and in a remote-based setting;
- Experience and/or knowledge of one or more of the following areas: gender; sexual and reproductive rights; comprehensive sexual education; public health; adolescents and youth; minority rights; rights-based initiatives and/or community development;
- Strong commitment to the principles of anti-oppression practices and demonstrated commitment to [YCSRR principles and values](#);
- Demonstrated capacity to work both in a self-directed manner and collaboratively with other staff and stakeholders;
- Demonstrated ability working in multicultural work environments;
- Detail-oriented, with strong time management and organizational skills;
- Willingness and ability to travel within the region (Kenya, Uganda and Zambia).

Desired

- Involvement in a youth-led and/or social change initiative, organization, or network;
- Experience working in local/national government, intergovernmental or international NGOs;
- Knowledge of the issues surrounding youth and adolescent social and economic empowerment;
- Experience working with volunteers and with remote teams;
- Experience in innovative approaches to monitoring & evaluation;
- Familiarity with Results Based Management.

What We Offer

- Remuneration for this position is 35k CAD per year, paid in monthly installments (\$2,900 CAD approx. per month). We also provide an allowance to be used for a benefits plan, and paid leave;
- A flexible and youth-friendly work environment;
- Capacity building and professional development opportunities;
- A safe(er) space for youth leadership, advocacy, and activism.

Location and Conditions of Service

- The initial duration of this consultancy is 12 months, with possibility of extension;
- This is a full-time commitment (37.5 hours per week);

- The YCSRR is committed to decolonizing SRHR practice and to allow young people from targeted countries to lead on the projects that affect them. The applicant is to be **based** in Kenya, Uganda or Zambia and will work remotely;
 - Given the international location of staff, members and partners, the individual will have to be occasionally available to attend meetings outside regular business hours.
- The successful candidate is expected to start in January 2022.

How To Apply

Interested candidates should fill out [this form](#) by 11:59 pm EST (UTC-5) on January 2nd, 2022.

The application form includes the following sections:

- Principles and Values
- CV Upload
- Equal Opportunity Monitoring
- Application Questions
 - Tell us why you are interested in being a Project Manager for the She Soars project. [150 words max]
 - Please list and describe the occasions in which you've successfully overseen the implementation of a project. [200 words max]
 - How has your experience prepared you for this role as Project Manager? You can talk about your lived experience, your work experience, or any other experiences that you consider relevant. [350 words max]
 - What does meaningful youth engagement mean to you? Please talk about an instance where you have facilitated enabling environments for young people's participation. [150 words max]
 - Please describe your experience with SRHR advocacy, both at the local level and/or at the international level [200 words max]
- Final Questions

Feel free to prepare your answers to the written questions in a separate document and then fill in the form. If you have any questions or concerns do not hesitate to contact us by email and we will respond promptly. Persons with disabilities who anticipate needing accommodations for any part of the application process may contact, in confidence, applications@youthcoalition.org.

No late or incomplete applications will be considered. Unfortunately, due to the volume of applications received, only shortlisted candidates will be contacted for an interview. We will not be able to provide individual feedback on applications.