

IEA # 596



National Project Coordinator

Reports to: Project leader (with additional supervision provided by the North Africa Regional Program (NARP) Regional Coordinator)

Location: Rabat, Morocco – ICARDA regional office

Advertisement date: 31 January 2019

Closing date: 20 February 2019
(or until the position is filled)

Main purpose of position

IFAD supported project “Strengthening knowledge management for greater development effectiveness in the Near East, North Africa, Central Asia and Europe” (SKM-NENA-CEN) is led by the ICARDA and is co-implemented with its international partners Virginia Tech, CIHEAM-Bari, PROCASUR and national partners in Moldova, Morocco, Sudan. The objective of the project is to capacitate and support national government entities with effective knowledge management (KM) tools and capacities to support effective KM and dissemination for greater development impact. The project facilitates and supports KM activities in 3 selected countries (with possibility of extending to further two). The project will be implemented initially in Morocco and from year 2 expanded to other two countries, Moldova and Sudan.

The incumbent will be responsible to coordinate the implementation of the project on a day-to-day basis in Morocco. He/she will closely collaborate with key country stakeholders to ensure project activities are fully in line with national demand, to test and validate KM methods and tools, provide capacity building and technical assistance in learning-oriented project management to benefitting entities, and establish and support KM and learning networks and partnerships within the country. The national project coordinator will also assist the Project leader to compile project reports and presentations to the donor, for Project Steering Committee meetings and meetings with other partners. This position will be based in ICARDA Regional Office in Rabat, Morocco.

About ICARDA

The International Center for Agricultural Research in the Dry Areas (ICARDA) is an international autonomous, non-profit, research organization supported by the Consultative Group on International Agricultural Research (CGIAR).

ICARDA’s mission is to reduce poverty, enhance food, water and nutritional security, as well as environmental health in the face of global challenges including climate change. We do this through innovative science, strategic partnerships, linking research to development and capacity development that take into account gender equality and the role of youth in transforming the dry areas. ICARDA works in partnership with governments, universities, civil society, national agricultural research organization, other CGIAR research Centers, and the private sector. With its temporary

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Headquarters in Beirut, Lebanon, ICARDA operates in regional and country offices across Africa, Asia and the Middle East. For more information: www.icarda.org

Main responsibilities

Under the direct supervision of the Project Leader, the incumbent will carry out the following duties and responsibilities:

1. Provide oversight and coordinate the overall project implementation in Morocco on all matters pertaining to smooth operation of the project, in accordance with obligations specified in IFAD Grant agreement.
2. Coordinate, oversee and contribute to various KM national mapping and assessment exercises, maintain close liaison with national benefiting stakeholders.
3. Assist the Project leader, contribute to the development of KM Approach paper including strategic work plans with country-specific outputs according to available budget and logical framework key performance indicators.
4. In alignment with ICARDA policies and guidance, implement an adaptive and flexible KM, M&E and communications strategy and system for the project and lead upon the progress reporting from ICARDA to IFAD.
5. Work with SKM-NENA-CEN co-implementing partners to develop country-specific capacity development plans, documentation and knowledge management and capacity development events at country level.
6. Contribute with inputs to the development and maintenance of a regional online knowledge portal, to the development of technical notes, manuals, posters and other extension material published throughout the life of the project and also provide regular contributions to IFAD's web-presence as allocated in project workplan.
7. Set up and facilitate national KM communities of practice as well as Learning Alliances and other peer learning systems (including Learning Routes).
8. Assist with organization of country events including progress assessment; impact analyses and other studies that inform decision makers, IFAD Country Office; periodic meetings with government, NGOs and IFAD key projects for performance review and to share lessons and best practice.
9. Support Project Leader in developing and implementing of the regional/country knowledge management strategy;
10. Identify new areas and analyse existing knowledge management support in national activities with stakeholders;
11. Provide advice to national stakeholders in integrating knowledge management into their activities, expert exchanges, communication;
12. Support the development and dissemination of knowledge and experience through enhanced communication, strengthened knowledge products and publications;
13. Propose and promote creative solutions for knowledge management in participating national organizations;

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14. Guide the Community of Practice (CoP) initiatives
15. Support CoP facilitators with skills building and with conceptual planning and implementation (as demanded) to ensure successful CoPs;
16. Prepare KM and management analytical reports (including Annual KM report);
17. Prepare and monitor web analytics of online tools;
18. Cooperate with Web Analyst and Web Editor on KM issues and online tools monitoring.

Education, qualifications and experience

- Advanced university degree in Information Science, Communications, Agriculture, Sociology, Organizational Change or related subject. MSc degree concentration in KM and/or M&E would be a strong asset.
- Minimum 5 years of progressively responsible experience with at least three years relevant experience in project management, preferably in the area of M&E and learning, KM, organizational change and/or rural and agricultural development.
- Good understanding of local context, experience or knowledge of national institutions and systems, KM and learning methods and tools.
- Experience in facilitating multi-stakeholder and change processes would be a strong asset.
- Proven experience in writing and disseminating knowledge products and publications as well as good basic knowledge of modern information and communication technology (ICT).
- Strong written and oral communication skills in English.
- Knowledge of French, Arabic and local language would be a distinct advantage.
- Previous experience working with IFAD funded project would be an advantage.

Terms of appointment

This is a project-based consultancy position within ICARDA-IFAD project, for which the initial contract will be 1 year, renewable subject to satisfactory performance. The first 3 months will be probationary period.

How to apply

Please apply online at www.icarda.org/iea/ by 20 February 2019. Applications will still be considered until the position is filled.

ICARDA is committed to increasing women representation in its workforce and strongly encourages applications from qualified women.

Applications will be acknowledged, but only shortlisted candidates will be contacted.

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