

**HABITAT FOR HUMANITY ETHIOPIA****NATIONAL DIRECTOR****Job Location: National Office, Addis Ababa, Ethiopia**

Habitat for Humanity Ethiopia (HFHE) is a non-profit, non-governmental housing organization dedicated to the elimination of poverty in Ethiopia through housing. HFHE is affiliated with Habitat for Humanity International (HFHI) headquartered in Atlanta – Georgia (U.S.A). Anchored by the conviction that safe and affordable housing provides a critical foundation for breaking the cycle of poverty, HFHE helps to build: 1) Simple, Affordable housing for Vulnerable Groups; 2) Water Sanitation and Hygiene (WASH) systems to empower and improve the health and living conditions of Vulnerable Groups and Slum Dwellers; 3) Disaster Risk Reduction, Response and Resilience capacity. HFHE has served 54,000 families throughout the country and has the potential to scale up and make positive impact on the housing conditions of low income people.

**Purpose of position:**

The National Director (ND) provides overall leadership and management of HFHE and guides the development and implementation of HFHE strategy. S/he will represent HFHE vision, mission and values to all stakeholders. S/he will be responsible for the day-to-day management of the organization by ensuring resource mobilization, financial, legal and programmatic support/management to staff, volunteers and partners, partnership development and communications. S/he reports to the HFHI Europe, Middle East and Africa (HFHI EMEA) Area Office.

**Main Responsibilities:**

- Leadership and strategic management
- Operations management
- Compliance management
- People management
- Resource mobilization / Fund raising
- Partnership development
- Relationship management
- Enterprise risk management

**Knowledge, skills and abilities:****Required**

- Masters degree in international development, public administration, business administration, housing and urban development, civil engineering and/or social sciences.
- Minimum 10 years of work experience in international development, urban planning, housing development or social sciences, relevant to human settlement and community development in Ethiopia and/or East Africa.
- At least 5-year experience in senior management position in an international organization.

- Experience in acquiring and managing large scale grants/projects (USD 2M+) and compliance with diverse donor requirements (USAID, DFID, UN agencies, etc.).
- Demonstrable network of contacts with proven track record of building partnerships with stakeholders, including government bodies, donors, corporate entities, other NGOs/INGOs and bilateral donors.
- Knowledge of housing issues in Ethiopia and affordable housing solutions.
- Experience in developing organizational strategies and translating these strategies into effective implementation plans.
- Proven experience in leading and managing staff, including recruitment, staff development, training, mentoring and performance assessment.
- Demonstrated financial management competence, including the preparation and management of budgets and contracts.
- Experience in program and project management, including knowledge monitoring and evaluation.
- Excellent interpersonal, writing, and public speaking skills, with an emphasis on cross-cultural sensitivity and diplomacy.
- High proficiency in English (written and spoken). Knowledge of Amharic is an added advantage.
- Computer literacy.
- Ability to travel nationally and internationally.

#### **Preferred**

- Understanding and/or experience in developing micro-finance initiatives.
- Experience and skills in developing government relationships for policy change.
- Experience of working with / development of boards of directors.
- Experience and/or knowledge of fundraising.
- Understanding and/or experience in public relations.
- Understanding and/or experience with construction or large-scale infrastructure projects.

#### **HOW TO APPLY:**

Submit your CV along with a letter of motivation to [emeahr@habitat.org](mailto:emeahr@habitat.org)

**Closing Date for Applications is 18<sup>th</sup> January 2019**

The position offers a competitive compensation and benefits package in the nonprofit organization market.