

JOB VACANCY

Job Title: Project Manager for Markets and Private Sector Engagement

Reports to: Head of Programming

Department: Programming

Salary Grade: 9

Location: Korogwe, Tanga

About CRS

Catholic Relief Services is the official international humanitarian agency of the Catholic community in the United States. CRS works to *save, protect, and transform* lives in need in more than 100 countries, without regard to race, religion or nationality. CRS' relief and development work is accomplished through programs of emergency response, HIV, health, agriculture, education, microfinance and peacebuilding.

CRS in Tanzania works in close collaboration with the Catholic Church and implements programs through both local Caritas's, and local secular partners, collaborates very closely with the Government and private sector engagement. CRS has been assisting poor, vulnerable families improve their livelihoods through agriculture, nutrition, early childhood development, WASH, and health since 1962.

Job Summary:

CRS Tanzania seeks qualified candidates for the position of Project Manager for Markets and Private Sector Engagement on the SPICES project (Securing and Protecting Investments and Capacities for Environmental Sustainability) in Kilimanjaro and Tanga Regions. This project aims to provide farming families with opportunities to rebuild their farming methods and use sustainable farming practices linked to growth and diversified markets to drive positive changes to their lives, livelihoods and landscapes. In partnership with smallholder farmers and selected private sector companies, the SPICES team will co-create, co-invest and provide technical assistance to generate inclusive high return business models in Tanzania to adapt the approach to local knowledge, local needs and to ensure local leadership which builds on experience in Madagascar. CRS will also work in close collaboration with the Catholic Church via diocese and parishes to leverage some of its underutilized resources and assets to promote enterprise opportunities that both serve the mission of the Church and ensure income generation for youth.

As Project Manager you will manage, coordinate, and monitor project activities and relationships with partners and other project stakeholders to assist the achievement of the SPICES project objectives advancing Catholic Relief Services' work serving the poor and vulnerable. You will manage the development, implementation and consolidation of private sector engagement processes including tenders and matching grants for co-investments with anchor companies, business development services, small and medium enterprises, farmers organizations and linkages with internal and external buyers. Your project management skills and knowledge of the program area will ensure that the CP delivers high-quality programming and continuously works towards improving the impact of this project.

Roles and Key Responsibilities:

- You will lead technical, budget management, monitoring and reporting activities through most of the project cycle – start-up, implementation and close-out – in line with CRS program quality principles and standards, donor requirements, and good practices.
- Effectively manage talent and supervise. Manage team dynamics and staff well-being. Provide coaching, strategically tailor individual development plans, contribute to the recruitment process of project staff, and complete performance management for direct reports.
- Ensure learning properly accompanies project activities throughout the project cycle. Support accountability through coordinating project evaluation activities following MEAL Policy. Proactively identify issues, report them to inform adjustments to plans and implementation schedules.
- Engage and strengthen partnerships relevant to agriculture and market systems, applying appropriate application of partnership concepts, tools and approaches.
- Represent the organization with donors, INGO working groups, UN, relevant local partners and relevant local government and community actors for agriculture and agroforestry.
- Coordinate activities required for ensuring the financial, material and human resources for the quality implementation of the project. Conduct periodic budget reviews and follow-up with partners on timely submission of financial reports to facilitate proper tracking of resource use.
- Identify staff capacity needs and technical assistance needs of partner organizations and contribute to capacity strengthening and required interventions to support quality project implementation.
- Assist with preparation of trends analysis reports and disseminate results. Review project documentation to ensure project file is complete with all required documentation and is filed per agency and donor requirements.

Basic Qualifications

- Bachelor's Degree required. Master's Degree in International Relations or in the field of agriculture/ agroforestry would be a plus.

- Minimum of 5 years of work experience in project management, ideally in the field of agriculture, market systems development, and/ or private sector engagement for an NGO.
- Additional experience may substitute for some education.

Required Languages – English and Swahili

Travel – This position will be based in Korogwe, Tanga. Must be willing and able to travel up to 40 %.

Knowledge, Skills and Abilities

- Critical thinking and creative problem-solving skills with ability to make sound judgment.
- Strong relationship management skills and the ability to work effectively with local stakeholders.
Representation abilities.
- Ability to contribute to written reports
- Proactive, results-oriented, and service-oriented
- Attention to details, accuracy and timeliness in executing assigned responsibilities

Preferred Qualifications

- Relevant grant management experience, especially for USG or other public donors, a plus .
- Staff supervision experience.
- Experience working with stakeholders at various levels and strengthening community partnerships.
- Ability to contribute to the development of technical proposals, a plus.
- Experience analyzing data and contributing to evaluation reports.
- Experience using MS Windows and MS Office packages (Excel, Word, PowerPoint).

Agency REDI Competencies (for all CRS Staff):

Agency competencies clarify expected behaviors and attitudes for all staff. When demonstrated, they create an engaging workplace, help staff achieve their best, and help CRS achieve agency goals. These are rooted in the mission, values, and guiding principles of CRS and used by each staff member to fulfill his or her responsibilities and achieve the desired results.

- **Personal Accountability** – Consistently takes responsibility for one’s own actions.
- **Acts with Integrity** – Consistently models values aligned with CRS Guiding Principles and mission. Is considered honest.
- **Builds and Maintains Trust** – Shows consistency between words and actions.
- **Collaborates with Others** – Works effectively in intercultural and diverse teams.
- **Open to Learn** – Seeks out experiences that may change perspective or provide an opportunity to learn new things.

Agency Leadership Competencies:

- **Lead Change** – Continually looks for ways to improve the agency through a culture of agility, openness, and innovation.
- **Develops and Recognizes Others** – Builds the capacity of staff to reach their full potential and enhance team and agency performance.
- **Strategic Mindset** – Understands role in translating, communicating, and implementing agency strategy and team priorities.

Supervisory Responsibilities: 2 Project Officers

Key Working Relationships:

Internal Head of Programming, Head of Operations/Supply Chain Manager, Finance Manager, Country Manager and MEAL Senior Project Officer, Regional Technical Advisor for Agriculture/ Livelihoods and Market Systems Development

External Private sector actors, local partners including local government authorities, peer agencies, and donors

****Our Catholic identity is at the heart of our mission and operations. Catholic Relief Services carries out the commitment of the Bishops of the United States to assist the poor and vulnerable overseas. We welcome as a part of our staff people of all faiths and secular traditions who share our values and our commitment to serving those in need. CRS’ processes and policies reflect our commitment to protecting children and vulnerable adults from abuse and exploitation.*

Disclaimer: This job description is not an exhaustive list of the skill, effort, duties, and responsibilities associated with the position.

CRS’ talent acquisition procedures reflect our commitment to protecting children and vulnerable adults from abuse and exploitation.

HOW TO APPLY:

- Interested qualified candidates should submit their letter of application together with their enclosed CV in PDF or Word format in a single attachment which outlines their experience and sustainability of the position applied to email address TZ_HR@crs.org not later than 19th April 2025.
- The applicants should clearly state the Job title applied for in the subject line of the email.
- Only shortlisted candidates will be contacted.

CRS is an Equal Opportunity Employer

Female candidates, people with disability and people from other recognized marginalized backgrounds, are strongly encouraged to apply for this position. CRS Tanzania recognizes many people do not have access to university education, limited capacity to travel, women take career breaks to care for family, and physical access for people with disability is limited in some workplaces including in the field. In all recruitments, CRS Tanzania uses a competency-based selection process. This ensures that if a candidate does not have a university degree or many years of experience, their competencies and existing expertise is assessed and valued