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**VACANCY:**

## **Project Director, Child Labor--Colombia, South America**

*The three organizations the Alliance for Responsible Mining, Pact and Fondo Acción have joined forces and developed a partnership that seeks to contribute to the reduction of child labor in artisanal mining in Colombia. To achieve our goal, we are developing a project that aims to promote public policies and build capacity in mining communities to address violations of child labor, safety and health laws. It also targets the improvement of economic opportunities for families of children involved in artisanal mining through education and professional training of children and adolescents, and establishes an experiences exchange program internationally to share strategies on combating child labor and addressing health and safety issues in mining.*

### **Summary:**

The Project Director is responsible for the overall coordination and management of the Department of Labor's (DOL) Project to Reduce Child Labor in Colombia. The objective of the project is to reduce child labor, including by improving working conditions in the artisanal mining sector in Colombia, as a strategy for mitigating the risk of injuries for adult workers than can negatively impact household livelihoods and contribute to child labor. The project will address policies to combat child labor and strengthen OSH in the mining sector; the capacity of key actors to identify and address violations of child labor and OSH laws in mining communities; livelihoods opportunities for households of children involved in artisanal mining; educational and vocational training opportunities for children and youth in mining communities; and sharing across countries of strategies to combat child labor and address OSH in mining, with a particular focus on formalizing artisanal mines. The Project Director is responsible for meeting the project's technical objectives, managing financial resources, managing program staff, managing partnering agreements, maintaining good working relationships with Government of Colombia officials and local partners, managing DOL deliverables and reporting, and ensuring a high-quality delivery of services.

The Project Director reports to the Regional Vice President

### **Specific Duties:**

- Ensure high-quality technical programming through hands-on guidance and support grounded in the program's strategic objectives and adhering to expected technical quality and reporting requirements
- Participate in the technical and programmatic design of award and partner programs; represent Pact in engaging with DOL and partners
- Manage all project planning responsibilities, including the production of annual workplans and all other donor deliverables; guide and oversee the alignment of the budget to expected results, and review and approve annual budgets and quarterly reports
- Ensure the cost-effective use of Pact resources
- Ensure compliance with HQ and donor requirements, policies and regulations.
- Act as liaison to DOL, programmatic stakeholders, particularly at the national level (including other donors, civil society, networks, etc.) and the Government of Colombia, including relevant ministries
- Manage all local subgrants and any grantmaking mechanisms, ensuring compliance with donor regulations



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and Pact policy; coordinate and/or conduct monitoring visits to grantee activities.

- Provide technical and management guidance, training and mentoring to staff and partners to strengthen capacity for technical delivery and compliance with donor rules and regulations
- Recruit and directly supervise local project staff in line with Pact HR policies; Oversee the management and development of project office human resources to ensure a diverse, skilled and productive workforce, an effective leadership team, and an organizational culture where Pact's values are practiced

**Minimum Qualifications:**

- BA and a minimum of 10 years of professional experience, with at least 5 years' experience in project management, supervision, administration, and implementation of cooperative agreements and/or contract requirements (including meeting deadlines, achieving targets, and overseeing the preparation and submission of required reports).
- Demonstrable experience in establishing and maintaining systems for project operations across multiple sites and partner organizations.
- Experience working successfully with a wide range of stakeholders at the national, departmental and municipal levels, and engaging in coalition building and public-private partnerships promotion.
- Understanding of labor and mining issues, including child labor and OSH.
- Experience in a leadership role in implementing development projects in the areas of child labor, child welfare, mining or extractive industries, or other relevant areas.
- Ability to provide the financial management and oversight necessary to successfully execute a large-scale program
- Fluency in Spanish (both written and oral communication). Proficiency in English.

**Preference for:**

- Advanced degree
- In depth knowledge of USG donor regulations, systems and procedures, particularly DOL.
- Colombian Nationals

**Skills and Abilities:**

Behavioral Competencies

- Strong in all areas

Leadership

- Ability to sustain interpersonal and professional relationships with internal colleagues and contacts in donor and peer organizations
- Deep understanding of Pact's strategy and how efforts contribute to the greater good
- Consistently works within internal process and procedures
- Strong interpersonal and team building skills
- Proactive engagement in corporate initiatives

Project Management

- Strong planning and time management skills
- Excellent written and oral communication skills, including the ability to effectively present complex ideas to diverse audiences
- Ability to problem-solve difficult issues
- Ability to multitask with ease, adapting to frequently changing priorities
- Strong negotiating and conflict resolution skills



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- Proficiency in developing and managing a budget

#### Technical Skills

- Strong experience in one of Pact's technical areas or a support function
- Strong knowledge and understanding of donor policies and regulations
- High competence using common desktop applications and internal systems

#### People Management

- Demonstrated proficiency in supervising staff, including providing honest feedback
- Ability to mentor others

**To apply for this position please go to:**

[https://www5.ultirecruit.com/PAC1005/JobBoard/JobDetails.aspx? ID=\\*00FD33D6EB557D9E](https://www5.ultirecruit.com/PAC1005/JobBoard/JobDetails.aspx? ID=*00FD33D6EB557D9E)