

## Job Description Country Director Sudan

<b>Job Title</b>	Country Director
<b>Location</b>	Khartoum, Sudan
<b>Reporting to</b>	LM HAS Regional Director in Addis Ababa
<b>Job Purpose</b>	The Country Director is expected to provide overall strategic direction, leadership, and oversight to the Sudan Country Office and national strategy, enabling the execution of the organisation's vision and mission.
<b>Primary Working Relations</b>	Senior Management Team members Khartoum Office, Regional Director, CDs from Country Offices in the Region, and Finance Manager Head Office in Stockholm.
<b>Organisational Overview</b>	<p>LM International's vision is "Dignified Life – Sustainable World" and its mission is "To save lives and empower people". LM is a global foundation based on Christian values. For us, this means that all people are unique and have equal value regardless of belief, gender, ethnicity, or anything else that could be the basis for discrimination.</p> <p>Sudan Country programme is part of the Horn of Africa / Sahel Region together with Chad, Djibouti, Ethiopia, Niger and South Sudan.</p> <p>Together with the programmes in the East Africa and Latin America Regions the programme in Sudan is one out of XX countries where LM International is operating through local partners of country offices.</p> <p>The Sudan Programme finalizing a new country strategy that will set the objectives for the next 3 years to come with a focus on a better organisation and increased positive impact among the people we serve.</p>

### Work Conditions/Remunerations

Based in Khartoum, Sudan with travels within the Country, Region and internationally. Working hours is 40 hours per week but with flexible working hours as need be. Salary and benefits as per individual agreement.

Primary Duties and Responsibilities	Key Performance Indicators (KPIs)
<p><b>Overall</b></p> <p>1. <i>National co-ordination and stakeholders' dialogue.</i> This includes to ensure active contribution at meetings that will foster and promote strategic relationships and expand the partnership arenas that LM International engage in, such as the</p>	<p><b>Overall (1-3)</b></p> <p>LM International complies with all legal requirements and relevant national policies and maintains its legal registration in Sudan, both at a national and state level.</p> <p>LM International is represented at relevant INGO Forum meetings and all clusters in which LM International engages.</p>

<p>INGO Forum, UN Clusters and Government, Embassy and donor coordination meetings as well as local partnerships with civil society actors.</p> <p>2. <i>Strategic communication and national media relations.</i> This includes to be the official spokesperson at national level and to communicate effectively the LM Intl. Vision, Mission, Core Values and Programme objectives, both within and outside the organisation.</p> <p>3. <i>Protocol and external relations.</i> This includes to establish sound, strategic working relationships and cooperative arrangements with Government Authorities, local and international partners, community groups, support organisations and present the programmes and values of the organisation to the public.</p> <p><b>Specific</b></p> <p>4. Work closely together with the Senior Management Members to build a strong team that provides healthy leadership to all levels and areas of the organisation.</p> <p>5. <i>Senior Programme Management.</i> This includes providing leadership to in designing and developing programmes and to ensuring that the Country Strategy is regularly monitored, reported upon and evaluated.</p> <p>6. <i>Mobilisation of resources.</i> This includes to ensure growth and sustainability of the country programme by developing new programme initiatives and securing</p>	<p>The effective stories and voices of change from Sudan country program are included in official reports and in external strategic communication including Sudan national media.</p> <p>LM International is represented in any other vital meetings called for by the Government, UN-agency, or institutional donor agency.</p> <p><b>Specific (4-12)</b></p> <p>Staff performance and wellbeing is in a positive development and reflected with a reasonable low staff turnover and scoring in workplace surveys.</p> <p>The Sudan Programme is compliant with LM internal policies and procedures decided by global (HO) level.</p> <p>The Sudan Programme submits project, programme, financial, and HR reports within set timeframes and according to donor agreements.</p>
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<p>funds through the preparation and submission of funding applications and proposals to donors within and outside of the country.</p> <p>7. <i>Financial management.</i> This includes to ensure that the organisation operates within budget guidelines and prepares and submits annual audits and project audits as per donor/government requirements. Ensure that adequate funds are available to permit the organisation to carry out its work.</p> <p>8. <i>Monitoring, Evaluation, Accountability and Learning (MEAL).</i> This includes to secure that the country office regularly conducts project visits to ensure the provision of technical coordination of the development and/or implementation of projects and policies. MEAL includes tracking of progress, discovery of unplanned effects of programmes and to judge the impact that LM has made on the right-holders of those with whom we are working.</p> <p>9. <i>Recruitment and development of staff.</i> This includes to oversee the recruitment, employment, induction, for all staff within the Sudan Country Office, both paid staff and consultants, as well as trainees. Provide performance coaching and regular staff appraisals for Senior Management Team and all staff under direct supervision.</p>	<p>The Sudan Programme submits annual audited accounts to the Regional Office on time.</p> <p>The Sudan Programme submits annual budget and cash flow prognosis to the Regional and Head Office within prescribed timeframes.</p> <p>The Sudan Programme continuously expands in programming – both humanitarian and development programmes, impact, and financial turnover.</p> <p>The Country Director ensures that the Regional Director is kept fully informed on the condition of the organisation and all-important factors influencing it, as well as updating the country risk assessment and mitigation plans or other reports as required. Project and program sites are regularly visited by Country Director and/or other field-staff from the country office.</p> <p>The Sudan Programme is equipped with resourceful, committed, and competent staff. The safety and security of staff members, consultants and trainees is prioritised.</p>
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