



Position: Human and Institutional Capacity Development (HICD)

Director

Opportunity Type: Full-Time Job

Connexus | www.connexuscorporation.com

Location: Tbilisi, Georgia

About the Organization:

Connexus Corporation is an international development consulting firm that provides consulting services in the areas of finance and enterprise development, as well as human and institutional capacity building. Connexus' mission is to provide high quality global consulting services to transform international development and strengthen local capacity. Connexus is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation or gender identity.

About the Job:

Connexus is seeking a long-term, Tbilisi-based Local HICD Director for the anticipated USAID/Georgia Data-Driven Collaborating, Capacity, Learning, and Adapting Activity. The Local Capacity Strengthening Director will utilize Connexus' Impact Strengthening for Development® (ISD®) toolkit and other USAID approved tools and resources to support the capacity strengthening of USAID Georgia into a data-driven learning organization that is responsive to development needs in Georgia. In accordance with USAID's Human and Institutional Capacity Development (HICD) and Local Capacity Strengthening Policy, the HICD Director will also provide capacity strengthening services to strategic partners at the individual, organization, and network levels as needed to improve the performance of the local development system in Georgia. This position is contingent upon USAID award.

Tasks and Responsibilities:

- Manage organizational capacity strengthening of USAID Georgia using Connexus' Impact Strengthening for Development (ISD) toolkit and ensure the necessary skills, systems, and processes are in place to transform USAID Georgia into a learning organization.
- Provide capacity strengthening services for strategic partners including assessing institutional performance, identifying gaps, designing solutions, developing KPIs, and institutionalizing internal tools, mechanisms, systems, and policies.
- Coordinate with Mission staff to identify knowledge gaps and develop processes to support knowledge retention and transfer, particularly during periods of staff turnover.
- Design and facilitate efficient surveys, focus groups, and informant interviews to integrate insight from Mission staff into organizational strengthening session agendas.
- Organize and facilitate organizational strengthening pause and reflect sessions based on USAID/Georgia requirements to promote organizational learning and achieve Mission CLA objectives.
- Leverage and expand upon existing USAID and Mission training materials and knowledge management practices to improve capacity of staff.
- Utilize local subject matter experts to facilitate training courses, such as the USAID/Georgia 101 training course, to educate incoming staff on the political, socio-economic, and cultural context of Georgia, thus improving their capacity to engage with local staff in a relevant and appropriate manner.
- Improve Mission capacity to meaningfully engage with Georgian youth by designing, implementing, and budgeting for internal internship program.
- Design and deliver capacity strengthening sessions for USAID staff on internal process management and communication skills to strengthen team dynamics and enable collaboration, learning, and adaptation.

Qualifications:

- Master's degree in international development, social sciences, or other relevant areas.
- At least 5 years of relevant experience in facilitating organizational capacity strengthening in an international development context. Experience on USAID-funded projects, particularly the delivery of capacity strengthening services directly to USAID, is preferred.
- Competency in working at the donor level, as well as familiarity with USAID operations, USG regulations, and strong knowledge of the socioeconomic context of Georgia.
- Excellent written communication skills, including the ability to produce high-quality project reports required.

- Fluency in English required, working proficiency in Georgian or Russian strongly desired.

Deadline: March 25, 2024

How to Apply:

Interested candidates can send their resume and cover letter to careers@connexus.email with “HICD Director - USAID/Georgia CCLA” in the subject line. No phone calls please.