



UCLG AFRICA

United Cities and Local Governments of Africa

Cités et Gouvernements Locaux Unis d'Afrique

CGLU AFRIQUE

Call for applications

The UCLG-A is a pan African international organization of local governments established through a Constitution and registered with its headquarters at 22 Essaadyines Street, Hassan, in Rabat, Kingdom of Morocco. The UCLG-A is also an autonomous African Chapter of the world organization known as United Cities and Local Governments (UCLG). The UCLG-A was founded on three fundamental objectives:

- Ensuring effective political dialogue between African Local Governments and Central Governments, civil societies and international community to promote decentralization and address priority development issues;
- According African local governments an effective voice and role in the dynamics of African integration; and
- Integrating the African Municipal Movement into the mainstream initiatives of the World municipal movement.

As part of its innovative projects at the service of its members, UCLG-A in 2015 will develop a virtual, university-level, Academy for the training and development of municipal executives within their jobs and responsibilities.

For this purpose, UCLG-A recruits his (her) Director of ALGA (African Local Government Academy).

TERMS OF REFERENCE

Reference	ALGA / 01
Position	Director, of ALGA ("African Local Government Academy")
Under the supervision of	Secretary General, UCLG- Africa
Mission	The Director (Male / Female) develops and operationally manages the virtual "African Local Government Academy" in accordance with its mission and strategic goals, in all aspects: political, pedagogical, organizational (animation of networks), financial (budget and fundraising) and own human resources.
Functional responsibilities	<ol style="list-style-type: none"> 1. Defining, then implementing, operational strategies and systems to build ALGA, and ensuring the development of adequate procedures for its proper functioning. 2. Defining and managing, optimally, the necessary (human, financial, IT, logistical) resources for ALGA's activities ; and implementing the necessary development actions and reporting. 3. Identifying, negotiating and strengthening the key partnerships (with the academia ; local governments ; donors ; ...) ; and creating and maintaining a dialogue with all organizations that are relevant to ALGA's field of activities, in order to make visible, energize and make ALGA sustainable in the pursuit of its goals. 4. Identifying, steering, managing and monitoring the specific actions initiated in order to operationally fulfill ALGA's goals. 5. Stimulating the search for innovative teaching solutions that are adapted to the continental dimension of the project and to its diverse target audiences 6. Supervising the process of labeling and accreditation of the partner training organizations ; Ensuring compliance with the agreements entered into. 7. Overseeing the establishment of an Observatory of Occupations and Professions within the local governments ; ensuring that are all adequate means of training are proposed and evaluated to meet the requirements of these professions and of their foreseeable evolutions. 8. Participating in the overall development of UCLG-A and of

	its missions.
Abilities, skills and knowledge	<p><i>Requisites</i></p> <ul style="list-style-type: none"> - Good strategic vision, creativity, organizational capacity - Ability to manage a virtual network of contacts and collaborators - Being comfortable with ICT ; Good negotiation skills ; Ability to manage projects (including those related to fundraising) - Organizational capacity - Good negotiation skills. <p>He or she must also be willing to make frequent trips and short stays in different countries.</p>
Education	<p>The position is open to African candidates who hold a Graduate degree either in :</p> <ul style="list-style-type: none"> - Public Law - Sociology - Economics - Town planning.
Experience	<p>The candidate should have a proven experience of at least 15 years in areas such as:</p> <ul style="list-style-type: none"> - Management of national training programs (preferably intended for local governments) - Managing a Training Centre (preferably an African or international one) - Organization of training activities within local communities (preferably in Africa).
Language	<p>Candidates must be fluent in English and French; working knowledge of Portuguese would be an asset.</p>
Contract Details	<p>Workplace: Rabat (Morocco)</p> <p>The contract is full time, and has a duration of two years, renewable.</p> <p>Date of start of service : September 01, 2015</p> <p>Compensation will be defined in terms of the candidate's education, skills and experience.</p>

<p>Contents of the job application</p>	<p>The application must include:</p> <ol style="list-style-type: none"> 1. A letter stating the reasons why the applicant believes he or she is the best candidate for the published job vacancy en mentioning his or her salary expectations; 2. A detailed curriculum vitae (résumé); 3. Certified copies of his/her diplomas; 4. His/her work certificates and professional references; 5. A photo ID.
<p>Deadline for filing the job application</p> <p>Address where the job application should be received</p>	<p>August 09, at 17:00 hours local time.</p> <p>22 Rue Essaadyine, Hassan- Rabat 10020, Morocco</p> <p>Phone: +212 537 260 062/063; Fax: +212 537 260 060</p> <p>e-mail : recruitment@uclga.org</p>
<p>Monitoring of the job application</p>	<p>The successful candidate for this position will be selected no later than on August 14 , 2015.</p>