



Deputy Chief of Party (DCOP) for a Higher Education Project in Malawi

We are currently seeking qualified candidates for the position of: **Deputy Chief of Party, Malawi Higher Education Project to be based in Lilongwe, Malawi.**

Description

Virginia Tech's Center for International Research, Education, and Development (CIRED) is recruiting for a Deputy Chief of Party for an anticipated USAID-funded project that will work with Malawian Higher Education Institutions (HEIs) to strengthen their capacity to design and deliver high-quality and market-linked STEM and other targeted academic programs; expand access to higher education for marginalized and vulnerable youth; and improve research and innovation outputs. **Malawian nationals are strongly encouraged to apply.**

Essential Duties and Responsibilities

The Deputy Chief of Party (DCOP) will support the leadership of the Chief of Party (COP) to manage implementation and guide the technical direction of the project. These responsibilities include:

- Oversee day-to-day project management including staff activities, administrative procedures, and partner relationships;
- Provide leadership and vision for programmatic efforts related to the project objectives, activities and outcomes;
- Work with the COP to strengthen partnerships with education service providers, appropriate government agencies, and improve university collaboration with industry (public and private sector entities);
- Support the project planning, monitoring, performance, evaluation, and reporting;
- In the absence of the Chief of Party, serve as the day-to-day country-level representative for the project and point of contact for USAID and the Virginia Tech home office;
- Ensure project operations comply with Virginia Tech policies and procedures as well as USAID rules and regulations;
- Ensure that all project goals and activities are achieved and that all project deadlines are met

Education/Experience

Required Qualifications:

- Master's degree in Education or in a STEM field
- Significant experience in STEM education, teacher training, educational access and inclusivity, or institutional capacity-building in higher education
- Minimum 7 years of experience working in managerial positions on educational development projects, preferably in sub-Saharan Africa
- Strong team building and management skills
- Excellent communication skills
- Fluency in English

Preferred Qualifications:

- PhD in Education or in a STEM field
- Administrative and/or technical oversight experience that includes preparation of work plans and budgets
- Demonstrated ability to establish innovative research and education partnerships, and partnerships with the private sector
- Knowledge of inquiry-based, experiential learning pedagogy and effective STEM-based learning approaches
- Knowledge of the political, social, cultural, economic, and development context of Malawi
- Knowledge of USAID policies and procedures
- Written and verbal communication skills in Chichewa

How to Apply

To apply, please send a cover letter and resume by email to: CIREDD.Jobs@gmail.com, with “Malawi HE DCOP” in the subject heading. Applications will be reviewed beginning on 9 August 2021 and the position will remain open until filled. Only short-listed candidates will be contacted. Recruitment is contingent upon successful award of the project; this document should not be construed in any way to represent a contract of employment.

About the Organization:

Virginia Tech’s Center for International Research, Education, and Development (CIRED) manages and implements externally funded projects in developing countries.

Virginia Tech is an equal opportunity and affirmative action employer. Women, minorities, individuals with disabilities, and protected veterans are strongly encouraged to apply. Anyone having questions concerning discrimination or accessibility should contact the Virginia Tech Office for Equity and Accessibility.