**Deputy Chief of Party, STEM Higher Education Project in Malawi**

**Purpose of Position**

Virginia Tech is seeking applications for a **Deputy Chief of Party** for an anticipated USAID-funded project to increase access to quality Science, Technology, Engineering, and Mathematics (STEM) degree programs at Malawian Higher Education Institutions (HEIs).

**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, to support Malawian universities to design and deliver high quality and diversified degree programs, including cutting-edge STEM courses, that are inclusive, relevant, and responsive to market needs;
* Work with the COP to strengthen partnerships with education service providers, appropriate government agencies to develop and deliver education and training appropriate to employers’ needs, and improve university collaboration with industry (public and private sector entities);
* Support the project planning, budgeting, 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 the project’s goals and activities are achieved and that all the project’s deadlines are met;

**Education/Experience**

Required Qualifications:

* Master’s degree in Education or in a STEM field
* Significant experience in STEM education, teacher training, and institutional capacity-building, especially in higher education
* Minimum 10 years' experience working in managerial positions on educational development projects, preferably in sub-Saharan Africa, with administrative and/or technical oversight that includes preparation of work plans and budgets
* Strong team building and management skills
* Demonstrated ability to establish innovative research and education partnerships, and partnerships with the private sector
* Knowledge of USAID policies and procedures
* Excellent communication skills
* Fluency in English

Preferred Qualifications:

* PhD in a field relevant to STEM education
* Demonstrated 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

**How to Apply**

To apply, please send a cover letter and resume by email to: CIRED.Jobs@gmail.com, with “Deputy Chief of Party, Malawi HE” in the subject heading. Applications will be reviewed beginning on 1 July 2020. 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.

*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.*

**About the Organization:**

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