



Job Description
Democratic Republic of Congo (DRC) Country Manager
Location: Eastern DRC
November 2020

About Free the Slaves

Founded in 2000, Free the Slaves (FTS) is a pioneer and leader in the global effort to eradicate slavery. Our mission is to end the conditions that allow modern slavery to exist. Free the Slaves works at the grassroots level to empower vulnerable individuals and communities to achieve freedom from slavery and develop resistance to slavery. We work with and through local partners to build capacity to combat slavery and trafficking, and work to strengthen the capacity of grassroots organizations, government agencies, advocacy coalitions, and the media to take action. We advocate for policies and laws that help in the fight against slavery. We are committed to rigorous assessment of our work and scrupulous integrity in the use of donor funds. We are headquartered in Washington, D.C., with programs in East and West Africa, South Asia, Latin America, the Caribbean and the Middle East and North Africa regions. Free the Slaves has a diverse and expert staff, and a highly engaged and supportive board of directors.

For more information, see: www.freetheslaves.net.

Position Overview

The Democratic Republic of Congo (DRC) country manager will represent the FTS program in the region, support and identify funding opportunities, and provide ongoing technical assistance to the project's partner organizations in strategic design, implementation, measurement and reporting on the FTS program areas including the FTS Community Liberation Toolkit, trainings, the Freedom from Slavery Forum, programs and projects. The DRC country manager reports to the senior program manager based in the Washington, D.C. headquarters and will supervise other staff as needed. The DRC country manager coordinates closely with the FTS programs and regional teams and other FTS staff for the designing, planning, budgeting and overall management of the country and regional program, strategy development, business development and program oversight. The DRC

country manager closely supervises and monitors the country programs and projects implemented by different partners and other associated stakeholders, and coordinates with the FTS operations team to carry out operational tasks connected to the DRC country program specifically and the Great Lakes Region as a whole.

This position is based in any area in the Eastern Democratic Republic of Congo, preferably North Kivu (Goma) or South Kivu (Bukavu).

Principal Responsibilities

- Represent Free the Slaves in the Democratic Republic of Congo and the Great Lakes Region. This includes identifying interested audiences, presenting accurate information about Free the Slaves and the work of the organization, through diverse means, meeting and networking with staff of other organizations, government agencies, media outlets and businesses.
- Identify funding opportunities and coordinate with headquarters to ensure timely and proper handling of the funding opportunities, including inside and outside the region. Lead efforts to raise funds for DRC work to support Free the Slaves work and its partners by identifying potential sources of funds in the country and outside, building relations with potential donors, facilitating contact between DRC or Great Lakes donors and NGO partners, hosting donors from within or outside DRC and the region, supporting proposal development and assisting in grant reporting. The DRC country manager will work closely with the development team to support fund raising.
- Enable FTS to define and implement a context-driven strategy in support of eradication of modern slavery in targeted areas in the DRC (and the Great Lakes Region) including: priorities for linking with effective organizations that are building local, national and regional resistance to modern slavery; recommended priorities for sectoral concentration and forms of production to address; opportunities for joint capacity building; policy advocacy; promotion of slave-free trade; safer labor migration; workers driven social responsibility; and public awareness opportunities.
- Identify and work with FTS partners to implement their planned programs funded by grants and other income received by Free the Slaves. Support and provide guidance to partners as needed through field visits and other meetings including online; conduct regular organizational capacity assessments; participate in planning and budgeting; monitor and evaluate activities; encourage information sharing among partners; and report on performance and challenges to Free the Slaves. Propose creative solutions to challenges, as they arise, following Free the Slaves' partnership approach to community-led program work.

- Ensure the FTS toolkit is accessed, shared and adapted through both online and offline platforms in the country. Gather lessons learned and best practices and provide expert recommendation to FTS.
- Negotiate arrangements to undertake training and technical assistance, potentially in collaboration with partners.
- Support FTS and partner advocacy efforts to influence policies, practices and implementation of anti-modern slavery responsibilities by the DRC government and agencies, and other key audiences including key institutions. Provide expert counsel and/or assist in accessing expertise as needed to help with submission of draft regulations and legislation, as well as effective approaches to advocacy.
- Lead advocacy activities including organization of forums organized by FTS and allies.
- Document FTS and partners' work in the region, with organizations' and individuals' permission, through digital photography and written stories/testimonies and ensure materials are shared with the communications team as required.
- Promote adoption of the Free the Slaves community-based approach to modern slavery eradication, through presentations, publications, advocacy and training.
- Participate in the development and implementation of Free the Slaves' overall goals and strategies, including the Community Liberation Initiative and strategic plans set by the organization.
- As needed, supervise and orient designated staff and other regional staff in effective fulfillment of their tasks.
- Participate and lead organizational meetings as required or planned.
- Other duties: As may be assigned from time to time by the supervisor.

Qualifications

- 5+ years of experience working in the DRC (and the Great Lakes Region) with NGOs
- Bachelor's degree from a credible university is required (a Master's degree is preferred) in management, human rights, business administration, law or other social sciences
- Progressively increasing responsibility as program manager or country or regional manager
- Ability to fluently speak and write French and English

- Demonstrated experience and skills in training online and offline including training materials development and training implementation
- Demonstrated knowledge of the modern slavery issues in the DRC and the Great Lakes Region (a very important asset)
- Demonstrated knowledge of the issues of modern slavery in the DRC including forced labor, human trafficking, child labor, etc.
- Demonstrated experience and skills in event, meeting and conference organization including logistics preparedness, event planning, etc.
- Strong organizational skills and management experience
- Minimum experience in advocacy at country, regional levels in the Great Lakes Region
- Demonstrated experience in managing and working with a wide range of regional partners
- An understanding of the universe of human rights and the movement against modern slavery, especially in the region
- Experience leading and working with staff in an innovative environment
- Ability to communicate clearly and consistently with a variety of technical and non-technical audiences including staff, stakeholders, donors and board members both orally and in writing

Additional Qualifications

- Legal right to live and work in the DRC
- Capacity in Swahili and other Congo official languages is preferred
- Familiarity with new technologies as a tool for training and mobilization an asset
- Female candidates are highly encouraged to apply

To Apply:

Applicants should submit a tailored cover letter that outlines your interest and experience, a resume, and a list of three references AS ONE (1) WORD OR PDF DOCUMENT to:

careers@freetheslaves.net

Deadline for Submissions: Interested applicants are encouraged to apply quickly, as consideration of candidates will be done on a rolling basis, and the position will be filled as soon as possible.

Free the Slaves is an equal-opportunity organization. Qualified applicants are considered for employment and consultancies without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.