

Programme Title: Partnerships for Forests

Position/Role: East Africa Junior Professional

Partnerships for Forests is looking for a recent graduate to join the Partnerships for Forests Junior Professional Programme for one of the world's largest committed funds to solutions for deforestation and reforestation. The broad objective of the programme, called 'Partnerships for Forests' (P4F), is to catalyse investments in forests and sustainable land use. P4F works to identify and support Partnerships in which the returns from forests and sustainable land use are better than those from deforestation and land degradation.

The Junior Professionals Programme

The Partnerships for Forests Junior Professional (JP) Programme is a one-year structured professional development opportunity designed around experiential learning to give recent graduates real-time work experience aligned with the needs and objectives of Partnerships for Forests. Partnerships for Forests will appoint a total of 20 JPs over the life of the programme (five years), i.e. one Partnerships for Forests JP per region (Ghana, Indonesia, Ethiopia, and UK – Head Office) per year.

The objectives of the Junior Professional Programme are to:

- Build capacity around PPPs and give exposure to PPP processes
- Provide an environment which will enable high potential graduates to develop knowledge, skills and competencies required to build a successful career, ideally in the forest governance and PPP arena
- Contribute to Partnerships for Forest's objectives
- Grow and build a pipeline of proven individuals who will be able to add value to Partnerships for Forests in the future as ambassadors

Role description: The Junior Professional will be a member of the East Africa Regional Team reporting to the East Africa Regional Manager. The position will work closely with the Regional Manager and the rest of the East Africa team on the implementation of the programme's partnership strategy and implementation in East Africa. The position will be expected to support the project team in more technical aspect of the project and deliver administrative, research, operational and compliance tasks. Expected split would be 60% technical and 40% operational. The position will be based in Addis Ababa and will require regular travel.

Responsibilities:

- Lead the External Relations workstream for the East Africa region – 40% of time
 - Key project messaging for all flagship projects including media/communications milestones
 - Support and undertake internal and primary research assignments and publish findings

- Work with the global team in developing an outreach plan for the program extension
- Support project officers with problem solving sessions, technical and financial report reviews, and conducting research on relevant topics – 30% of time
 - Work closely and collaboratively with technical teams to baseline their analysis and reporting needs, to define key issues and opportunities, and to provide market and stakeholder analysis
 - Update and ensure the accuracy of project data, financial tracking tools, and project databases
 - Actively participate in team problem solving sessions and provide data insight and trends
- Support the programme extension team in research, communications, and the identification of new countries and projects to expand into– 20% of time
- Support on administrative tasks as needed– 10% of time

Requirements

- Bachelor's degree with 1-2 years' experience in similar work
- Demonstrated practical experience in conducting analysis and interpretation of qualitative and quantitative data
- High level of interpersonal skills with a flexible and collaborative personal style and the ability to communicate with diverse groups
- Highly effective communication and high level of proficiency in written and spoken English, knowledge of Amharic is a strong plus
- Excellent writing skills, attention to detail and accuracy
- Already secured a work permit for Ethiopia

Strict criteria and rigorous assessment will be used to identify successful applicants.

Interested applicants should send their CV/Resume and Cover Letter to East.Africa@partnershipsforforests.com