

Access to Secondary Director - Millennium Challenge Account (MCA)

About MCA

The Government of Belize (GoB) and the Millennium Challenge Corporation (MCC) signed a US\$125 grant agreement on September 4, 2024. MCC is a U.S. government agency focused on assisting countries and is dedicated to good governance, economic freedom, and investing in people. The goal of the Compact is to reduce poverty through economic growth in Belize by implementing an Education project and an Energy Project. The Compact is expected to enter into force in July 2025 and be implemented over five years. The Parliament of Belize established an independent executing agency called the Millennium Challenge Account – Belize (MCA-B) to undertake the rights, obligations, and responsibilities of the Government of Belize under the Compact. The MCA-B is located in Belize City.

Belize Compact

The five-year grant agreement known as a “compact” will include two separate projects:

1. The **\$73.8 million Education Project** aims to equitably increase the number of post-primary graduates with the competencies relevant to labor market demands.
2. The **\$21.1 million Energy Project** will address the root causes of the high costs of wholesale electricity.

Access to Secondary Director

Position Objective

The Director, Access to Secondary, under the guidance of the Managing Director, Education Project, is accountable for the successful implementation of the Belize Education Project through leading Activity 2, Access to and Progression through Secondary Education. The Director, from initiation and execution, building collaborative relationships with project stakeholders, and oversight of project budgets. The Director, Access to Secondary, ensures the alignment of project execution with the overall objectives of the Compact and judicious management of its resources.

Compensation

Compensation for this role is between \$7,590-11,384 BZD/month. Qualified candidates will be offered the minimum of each pay band, with opportunities to advance within the pay bands based on performance. In exceptional cases, a candidate may be placed above the minimum based on prior experience and salary history, in compliance with MCA HR Policy. MCA-B also provides comprehensive benefits.

Responsibilities

- Lead the Belize Education Project’s activity 2 activities including the two sub activities, Transition and Secondary Retention, and ensure that these are aligned to the established strategies, frameworks, budgets and resources defined by the Compact.

- Evaluate project components and activities as these are developed to ensure their relevance to the country context and ensure that these adapted to address requirements on the ground.
- Support and advise the Managing Director, Education Project on a range of issues, including the status and performance of project activities, risks, impacts of risks, progress on milestones and timeline impact for all investment activities, budget updates and their compliance with MCC requirements and applicable local standards.
- Lead overall preparation and implementation of compact investments in relation to Activity 2. This includes management of contractors including partnerships tasked with the design and implementation of activities.
- Manage the development and execution of appropriate implementation plans, including procurement plans, budgets, work plans, and design schedules.
- Oversee the day-to-day work of the Transition Specialist. Guide the Activity 2 team through recruitment, training and development, and performance management of staff to ensure a capacity to deliver the project's objectives.
- Work with government counterparts to make progress on policy and institutional reforms identified in the compact. Track progress on meeting Conditions Precedence outlined in the Compact.
- Meet with and provide regular updates to MCC's Project Lead. Updates should include reporting on progress towards meeting milestones in the work plan, resource allocation and budget, procurement planning, identification of successes and challenges, risk assessment and mitigation.
- Contribute to the development of a collaborative, teamwork environment within the Education Project Team of MCA, larger MCA team, and with external stakeholders and implementing entities.
- Identify necessary technical resources, including technical support from the Managing Director of Education, MCC and external consultants, to support the proper implementation of compact projects and activities.
- Represent the Education Project as an integrated component of the Compact to project stakeholders (e.g. with national/local government counterparts, civil society, project beneficiaries, etc.) ensuring that collaborative relationships are built and maintained to facilitate the delivery of the program;
- Develop tools to support the implementation of project activities and work with MCA Monitoring & Evaluation colleague to track project progress against defined targets.

Required Competencies

- Bachelor's degree or other advanced degree in education or a related field, preferably in the areas of education. Master's degree preferred
- Previous experience working with programs or initiatives to improve enrollment and retention of secondary school students (e.g. working with students at risk of dropping out, with families to keep children in school, remedial education programs), ideally covering multiple schools.

- At least eight (8) years of prior experience managing large education reform projects
- Demonstrated experience in managing teams and facilitating collaborative, motivated work environment.
- Demonstrated ability to communicate clearly, effectively, and persuasively in English both orally and in writing, required.
- Demonstrated interpersonal and problem-solving skills.
- Experience in integrating gender and social inclusion into an education project.

Preferred competencies

- Experience working in Belize is preferred.
- Project management certification is preferred.

How to apply

To access positions' profile requirements and submit applications, please visit <https://belize-jobs.tenderwell.app/>. The following documents should accompany applications:

1. Curriculum vitae containing detailed work experience;
2. Cover letter confirming interest and availability;
3. Soft copies of higher education and professional certificates (if available).

If you encounter challenges when applying online, please contact belize@developmentaid.org for assistance.

The closing date for receiving applications is December 11, 2024. Only **applications received through the online portal (Tenderwell) will be considered**. Any applications received through other channels will not be considered. Only shortlisted applicants will be contacted for interviews.