Global Give Back Circle Scale-up Blueprint Architect - Kenya

Terms of Reference

Position Title: Scale-up Blueprint Architect for the HER Lab Program

Purpose: The Scale-up Blueprint Architect is responsible for documenting the day-to-day activities which take place as HER Lab scale-ups operations in Samburu. Kenya. In addition to documenting the activities, the blueprint architect is responsible for the creation of the 'HER Scale-up Blueprint' which will guide the seamless implementation of all future HER Labs in Kenya.   The blueprint architect must have proven experience in scale-up project management, in addition to having outstanding written communication skills.

About the Project

Through scale-up of the Global Give Back Circle HER Lab model, Global Give Back Circle will deliver programming designed to increase participation in dignified and fulfilling work for young women in rural Kenya.

It is more than a program focused on the economic empowerment, skills development, and poverty alleviation of Kenya's most marginalized adolescent girls and young women through workforce success and entrepreneurship. It addresses a holistic approach to HER journey to dignified and fulfilling work and does so by positioning her as a catalyst for the economic empowerment of an entire community. It teaches her how to be the best version of her own story, but also guides her on how to use the power of her storytelling voice for bold advocacy and policy influencing. It nurtures her leadership strengths by heightening her self-awareness. She explores the attributes of her role model mentor and identifies the strong, empowered woman within her.

This project contains interventions which target marginalized and rural adolescent girls and young women from across the educational spectrum, including recent secondary graduates and young women who have fallen through the cracks of the education system. This project supports a robust Theory of Change, through critical technical pathways, activities, and outcomes.

Key Responsibilities:

Keen observation and limitless curiosity regarding the HER Lab Scale-up:

- Designing a work approach which is everything, everywhere and all at once and sharing it with the Chief of Program for approval. Meaning the blueprint architect approaches each day like a reporter – always ready to jump from one headline story to the next, in the spirit of covering all the details and dynamics of a robust scale-up operation.
- probing, probing and probing the ins and outs of all activities involved in the scale-up, with a goal of documenting what worked out according to plan, what did not work out according to plan, and the surprises that were not planned.

Critical thinking when transcribing thoughts into writing

- Outstanding written communication skills as demonstrated in the creation of procedures, policies, toolkits, processes and guidelines for other organizations.
- Demonstrated use of MECE (Mutually Exclusive, Collectively Exhaustive) writing methodology when communicating strategy.

Experience meeting publication deadlines

- Responsible for developing the communication strategy for the month-by-month account of scale-up execution according to plan, and the month-by-month reinvention and pivots which take place.
- After 12 months of observation and documentation, the blueprint architect is responsible for the design and production (2 month process) of a finalized scale-up blueprint which can be used with ease by all future scale-up partners.

Requirements

Required conditions and qualifications:

- Commitment to working on-site at HER Lab Samburu for 12 – 14 month.
- 5+ years of professional experience in a project management capacity in Kenya
- 5+ years of demonstrated communication skills for an organization.
- Experience observing and documenting events.
- Capacity bringing simplicity to complex concepts.
- Fluency in using data to communicate ideas.
- Capacity to both develop high-level strategies and work with others to develop detailed operational plans.
- University-level degree
- Advanced proficiency in English, Swahili

How to Apply

Ready to take the next step? Click here to submit your application and be part of this exciting opportunity!