

Vacancy Announcement: Project manager

Organization: OSSEDI (Organization for Sustainable Social and Environmental Development Initiatives)

Position Title: Project Manager

Location: OSSEDI head office; Lilongwe

About OSSEDI:

OSSEDI is a leading local NGO dedicated to advancing sustainable social and environmental development. Our projects span various domains, including environmental management, agriculture, community development, and initiatives to empower women and youth. We are committed to nurturing talent and strengthening the capacity of our team to foster impactful and lasting change.

Position Overview:

OSSEDI is seeking a dynamic and experienced **Project manager** who is not only skilled in project coordination and management but also passionate about contributing to community-centered initiatives. This role is ideal for a candidate with extensive knowledge of project management software, a strong background in implementing multi-disciplinary projects, and a commitment to OSSEDI's values and vision.

Key Responsibilities:

- Lead and coordinate project planning, execution, monitoring, and evaluation across various domains, including environmental management, agriculture, community development, and empowerment projects.
- Use project management software to effectively manage timelines, budgets, and resources, ensuring all projects are executed efficiently.
- Build the capacity of junior staff members, fostering an environment of continuous learning and growth.
- Engage with community members and stakeholders to ensure projects are aligned with community needs and OSSEDI's goals.
- Collaborate with the OSSEDI team to design and implement strategies for organizational growth and development.

Qualifications and Skills:

- Proven experience in project management, preferably within an NGO or similar setting.
- Proficiency in project management software (e.g., MS Project, Asana, or similar tools).
- Demonstrated expertise in environmental management, agriculture, community development, and empowerment projects.
- Strong interpersonal skills, with a humble and collaborative approach to working with diverse teams and communities.
- Commitment to OSSEDI's mission and vision and a passion for driving sustainable change at the grassroots level.

Application Process:

Interested candidates should submit their CV and a cover letter detailing their relevant experience and motivation for applying to recruitment@ossedi-malawi.org by 20/11/2024

Join us at OSSEDI and be a part of a mission-driven team that is making a real difference. Together, let's empower communities and protect our planet for future generations.