LIBERIA COUNTRY PROGRAM COORDINATOR (CPC)
March 28, 2022

JOB VACANCY

Country Program Coordinator (CPC)

BACKGROUND

The Bureau of the Fiscal Service, on behalf of the United States African Development Foundation (USADF), is posting this job vacancy to seek a qualified individual to serve as a Country Program Coordinator (CPC) for its field office in Monrovia, Liberia, under a personal service contract for a base period of 12 months and four 12-month option periods.

The United States African Development Foundation (USADF) is a public corporation of the United States Government. USADF provides grant funding to private businesses, farmers’ cooperatives, associations, and community-based organizations, especially those serving marginalized peoples engaged in economic and social development activities.

The Foundation began its program in Liberia in 2006. USADF’s office in Monrovia will provide on-going support to projects that have been financed and will identify viable local community development and small and medium-sized enterprises that show potential to create employment opportunities, generate incomes and have broad social impact beyond the project activity.

USADF seeks a qualified individual to serve as a Country Program Coordinator (CPC) for its field office in Monrovia, Liberia.

MINIMUM QUALIFICATIONS:

a) Citizen of the Country of Liberia.
b) A bachelor’s degree from an accredited university in agriculture, business administration, management, public administration, finance, accounting, community development, economics, or a related field
c) High level of motivation, personal commitment, and ethical standards.
d) Fluency in spoken and written English.
e) High level of fluency in at least one major national language.
f) Willingness to travel extensively throughout Liberia.
g) Demonstrated ability to operate independently in high visibility, high-pressure environments and operate in a complex office environment, emergency and/or political crisis situations with minimal supervision.
h) Knowledge of grant management or commercial/micro-lending.
i) Experience working with marginalized groups and/or community-based enterprises.
j) Experience managing client relationships, especially in a grant management, banking, business development, or international development context.

k) Experience with or education related to financial management/accounting.

l) Experience auditing, monitoring, or evaluating international development programs.

m) Ten years of professional experience in business development, finance, banking, auditing, monitoring and evaluation, and/or management of international development programs.

n) Knowledge of community needs assessment, mobilization, community enterprises participatory development, and/or monitoring the implementation of an assistance activity under a grant or cooperative agreement.

HOW TO APPLY

This job announcement is solely intended to advertise the Liberia Country Program Coordinator (CPC) position opening. To apply for this position, YOU MUST RESPOND IN ACCORDANCE WITH THE SOLICITATION RFP-20341922R00006 POSTED AT https://sam.gov/.

A COPY OF THE SOLICITATION CAN ALSO BE OBTAINED AT:

www.usadf.gov/job-opportunities

and

USADF Liberia Partner Office
FSH Building,
Johnson and Ashmun Streets,
Monrovia, Liberia.