



# JUSTDIGGIT IS LOOKING FOR A HEAD OF REGIONAL OFFICE EAST AFRICA

At JustdiggIt, we are passionately committing ourselves to landscape restoration in Sub-Saharan Africa. To strengthen our team and further our mission, we are looking for a new Head of Regional Office East Africa (ROEA) who will help JustdiggIt to grow further as a positive and impactful organisation in landscape restoration.



**Duty station:**  
Nairobi

**Start date:**  
from mid 2024



## ABOUT JUSTDIGGIT

JustdiggIt is a fast-growing non-profit organisation on a mission to regreen African landscapes and cool down the planet. We aim to create opportunities for local communities and strengthen their resilience to climate change. We inspire and enable millions of subsistence farmers and pastoralists to regreen their land by combining rainwater harvesting, agroforestry and climate-resilient agriculture techniques. Click [here](#) to watch our story!

JustdiggIt has its main offices in Amsterdam, the Netherlands and Nairobi, Kenya. The office in Nairobi serves as the Regional Office East Africa (ROEA) and was established in late 2020. ROEA is the supporting entity for our staff working in East Africa (we also have duty stations hosting staff members in Chyulu, Dar Es Salaam and Arusha), and is the first point of contact for many of our partners in East Africa. We currently have 30 staff members in East Africa and expect to grow further in the coming year as we want to position ourselves as a leading organisation in landscape restoration in Africa. The ROEA plays a pivotal role in this ambition.



# ABOUT THE ROLE

The Head of ROEA & Partnerships is part of Justdiggit's Strategy Team, Management Team, and reports to the Executive Board. The role consists of 2 main components:

Firstly, for at least 60% of your time, you are responsible for ROEA as an entity. This means you are responsible for smooth and safe operations, ensuring proper support to all Justdiggit staff working in or traveling to East Africa. An important element is maintaining a positive working culture, safeguarding Justdiggit's values as well as working towards a desired level of intercultural communication. As part of that you will ensure alignment with and act as a cultural bridge to the rest of Justdiggit, especially the Amsterdam office.

Secondly, you play a key role in implementing the Justdiggit strategy and, more specifically, growing our impact by scouting and setting up partnerships that will contribute to our pan-African greening ambitions.

## KEY RESPONSIBILITIES

### Leading the Regional Office East Africa

- You are a guardian of the Justdiggit DNA and culture, together and in alignment with the Amsterdam office, other colleagues in Europe and all duty stations in East Africa and Senegal
- You contribute to the Justdiggit strategy, processes and policies, and implement these in the organisation ensuring all are well understood by all team members in East Africa (e.g. HR policy, travel policy, security policy, etc)
- You carry responsibility for supporting all operations in East Africa and will ensure all is running smoothly and safely. This includes proper handling of supplies and agreements concerning the regional office, duty stations, logistics and all other service providers
- You ensure a safe and enabling working environment for all team members, working on a high team spirit and having a shared responsibility for the welfare of the team
- You provide direct line management to the office team (Operations Officer and Drivers) and have reporting lines with key team members
- You provide guidance and mentorship to Justdiggit staff members in East Africa, in close coordination with their direct line managers
- You contribute to hiring new staff for all teams in East Africa, from selection to onboarding
- You represent Justdiggit on various occasions both internally and externally as Justdiggit's focal point in East Africa, in both offline and online meetings

### Building partnerships

In close collaboration with the Business Development team, Executive Board and other teams within Justdiggit:

- You scout potential partners in East Africa that could contribute to Justdiggit's greening ambitions in funding, communication, research or otherwise support our strategy
- You develop and maintain partnerships through visits and meetings, either personal or during events
- You are able to develop and coordinate an initial design of what a partnership could look like before handing it over to a relevant team within Justdiggit

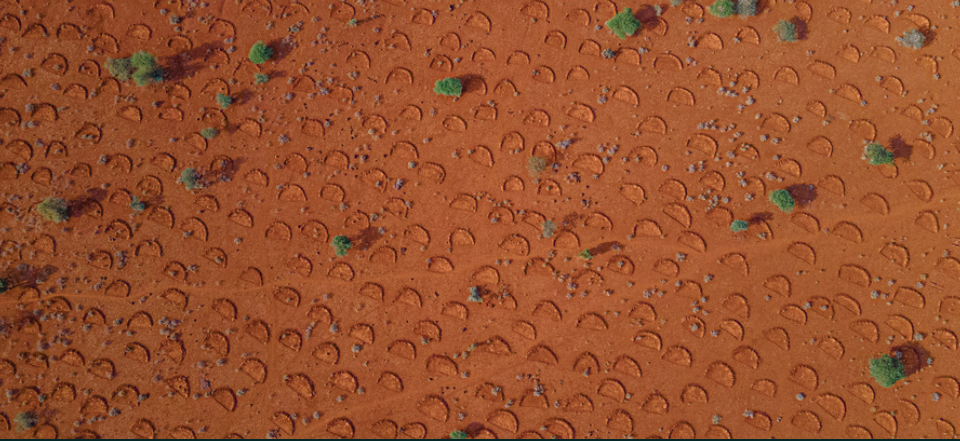
# WHAT WE ASK

We are looking for someone capable of providing internal leadership and guidance to a multi-disciplinary team, as well as representing the organisation externally. Other things we look for are:

- Master's Degree in international development, management and/or environmental studies
- Strong affinity with Justdiggitt's cause and main focus: landscape restoration
- Minimum of 10 years experience working for an organisation in international development
- Minimum of 5 years experience in senior management positions. We are looking for a skilled people manager, mentor and team player
- Experience with creating strong partnerships with local implementing partners
- Having an eye as well as the negotiation and collaboration skills for dealing with strategic partners that will contribute to Justdiggitt's growth and impact
- Working experience in East Africa and ability to act as a "cultural bridge" to Europe
- Professional working proficiency in English
- Understanding or even speaking Swahili would be a plus
- Ability to lead and provide directions in a fast-changing and growing organisation
- Proactive, entrepreneurial and constructive
- Strong work ethic, high integrity and reliability
- Flexibility to work with different time zones and willingness to travel in the region and to our project areas
- Excellent writer and communicator

We don't expect candidates to excel in all the above-mentioned qualities. Still, we are looking for leaders who significantly peak in certain skills while meeting a desirable standard in all others.





## WHAT DO WE OFFER

- Be part of an internationally recognised sustainable brand and a great mission: regreen our planet!
- In this fast-growing organisation, there will be ample room for personal and professional development
- Great colleagues and a diverse team
- Well-serviced office space and inspiring work environment in Karen, Nairobi
- Comprehensive and competitive set of benefits



**APPLY NOW!**

We are committed to building a team that includes and welcomes people of different genders, ethnicities, faiths, sexual orientations, and other diverse backgrounds.

If you believe you are the right person for this role, please apply [here](#) with your CV and motivation letter, until the 30th of April 2024. Your application will be handled by JobnetAfrica, our exclusive recruitment partner for this vacancy.

