

## HAGAR INTERNATIONAL

### JOB DESCRIPTION

#### 1. Position Summary

<b>Job Title:</b>	<b>Country Director - Afghanistan</b>
<b>Reports To:</b>	<b>Global Programs Lead</b>
<b>Position Location:</b>	<b>Kabul, Afghanistan based, with possibility for periods of remote working</b>

**Position Summary:** As a member of the Hagar Group Executive team and reporting to the Hagar International Global Programs Lead, the Afghanistan Country Director (Executive Director) will lead the implementation of Hagar International's Strategic plan in Afghanistan. Within the framework of the Group Executive team's annual operating plan, the Country Director will lead the development and implementation of high quality, innovative and holistic programmes in Afghanistan to support and meet the needs of survivors of human trafficking, slavery and abuse in the country.

#### 2. Organisational Context:

Hagar was established in 1994 in Cambodia to serve individual women and children who have survived severe exploitation and human rights abuses. In 2009, Hagar expanded its unique model of long-term, individualized care to Afghanistan and Vietnam, and more recently we now also deliver services in Singapore, Myanmar and Solomon Islands.

In each unique context, Hagar is committed to the whole person for the long-term. We believe that with the right supports and capabilities people can recover and take the lead in their own journey to wholeness.

**Hagar commits to four foundational values, which we seek to embed in our organisational culture and practice:**

- **Respect** - We believe in the right of all people to be heard and treated with respect and dignity.
- **Integrity** - We commit to act ethically and honestly, striving to do the right thing at all times and in all circumstances.
- **Compassion** - We want compassion, kindness and courage to be evident in our attitude, communication and practice.
- **Excellence** - We pursue high standards, listening and learning from those we serve, enabling us to continuously improve the journey to wholeness.

Hagar International in Afghanistan has been operating since 2009 and runs a protection shelter for abused boys, another shelter for girls that have been trafficked/forced into marriage. Hagar also operates Child Friendly Spaces in IDP camps, humanitarian relief projects, Primary Health Care, resilient livelihoods programs, and most recently an earthquake response program.

*Our Mission: For those affected by trauma, and those who support them, Hagar is an expert in care and recovery. When healing happens the cycle of trauma stops.*

### 3. Key position responsibilities:

1. Program development
  - Oversee the delivery and review of existing services, and lead the development, implementation and evaluation of new, quality services and programs that reflect Hagar International's values, goals and strategic objectives
  - Ensure programmes promote safety and recovery through trauma-informed practice that supports the needs of survivors of abuse and exploitation
2. Planning and Reporting
  - In consultation with the Global Programs Lead and the CEO, develop the strategic direction for the work of Hagar International in Afghanistan, ensuring consistency with Hagar International goals, values and strategic objectives
  - Evaluate and report against strategic and operational plans
  - Identify implications for Hagar International arising out of national and local issues and activities
  - Provide timely advice to anticipate and respond to change.
3. Leadership
  - Lead and support the Afghanistan team and create an environment that promotes quality service delivery and a commitment to trauma-informed practice and safety
  - Develop, drive and build the teams capability and ensure accountability through appropriate performance management
  - Ensure the effective coordination of work across all programmes
  - Ensure employees receive an effective induction and ongoing training to maintain a high level of Occupational Health and Safety awareness and consistency of practice
  - Model a high standard of professionalism and integrity
4. Management
  - Ensure appropriate Security policies and procedures are in place and are regularly monitored, and that all staff have received appropriate training and support
  - Develop annual budgets and closely monitor financial outcomes to ensure programme objectives are achieved within available resources
  - Contribute to development of income generation strategies and activities, including developing tenders and proposals
  - Ensure performance and agreed income targets are achieved
  - Ensure compliance with Hagar International reporting requirements, policies and procedures, statutory regulations, contractual obligations and funding requirements
5. Relationships
  - Foster and develop collaborative and productive relationships across the Organisation
  - Build and maintain effective working relationships with external stakeholders, including relevant agencies and authorities, and current and potential donors, both in-country and externally
  - Represent Hagar as an international organisation committed to advocating for broad systemic change and responding to human rights abuses, and the provision of high quality, trauma-informed and value-driven care and support to survivors of abuse and exploitation

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#### 4. Key selection criteria:

- Relevant tertiary qualifications and evidence of senior level experience in international development and humanitarian work, public policy or a related discipline
- Direct experience of working in Afghanistan in an NGO, business or other similar capacity
- Understanding of and commitment to Hagar International's objectives, values and priorities
- History of successful strategy development, delivery and execution that delivers service growth and improves performance outcomes
- A track record of driving, motivating and developing high functioning partnerships and outcome-focussed teams
- Demonstrated sound knowledge of the quality and policy frameworks underpinning the work of Hagar International
- Demonstrated sound knowledge of social policy and relevant regional and national issues
- Demonstrated high level organisational skills and the proven capacity to take on and deliver on multiple and varied projects
- Proven engagement and relationship-building skills and the ability to represent the organisation effectively and professionally
- Evidence of strong consultation, communication and interpersonal skills, with a demonstrated capacity to work collaboratively with others, negotiate and exercise influence in a diverse range of contexts
- Demonstrated high level analytical problem-solving skills, the ability to assess options and identify and implement creative, innovative and flexible solutions
- Demonstrated experience of effective budget preparation, forecasting and management

#### 5. Core Competencies:

**Accountability:** We take responsibility for using our resources efficiently, monitoring progress and for being accountable to our clients, our supporters, and partners.

**Collaboration:** We build strong relationships that inspire trust, respect and effective communication.

**Creativity:** We embrace innovation, change and new approaches to ensure continuous improvement.

**Learning:** We pursue excellence by encouraging reflection, continuous learning and professional development.

**Quality:** We aspire to high goals and strive for the highest quality outcomes and services.

#### 6. Signatures:

**Name:**

Prepared by: Peter Baynard-Smith,  
Global Programs Lead

**Signature:**

**Date:**

Approved by: Andrew Catford, CEO

Position Holder: \_\_\_\_\_