

SWISS
FOUNDATION
FOR TECHNICAL
COOPERATION

We create opportunities

We are a leading organisation for the implementation of international development projects. We promote inclusive economic, social and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies.

Swisscontact is represented in 39 countries with over 1000 employees. The foundation is headquartered in Zurich, Switzerland.

Swiss Import Promotion Programme SIPPO is a well-established mandate of the Swiss State Secretariat for Economic Affairs (SECO) with the overall objective to integrate developing and transition countries into world trade. The programme aims to support Business Support Organizations (BSOs) in 11 countries in exploring and accessing new markets and opportunities for their export-ready companies. Since April 2017, SIPPO is being implemented under the direction of Swisscontact.

To support the SIPPO team in Morocco, we are looking for a Country Representative Manager to facilitate the strategic planning, coordination and implementation of export promotion activities agreed with the Business Support Organisations (BSOs) in the three sectors of activity in Morocco: value-added textile; processed food and fish and seafood. He/she is expected to have excellent interpersonal and problem-solving skills and will interact with a variety of stakeholders, such as BSOs and company representatives, governmental agencies and other projects/mandates. This position reports to the SIPPO Regional Representative (SRR). We are looking for:

SIPPO Country Representative Manager Morocco

Place of work: Rabat, Morocco

Programme Phase: 2021 - 2025 (4 years)

As a Project Manager you will...

- Lead and represent SIPPO in Morocco in alignment with the global mission of the programme.
- Be responsible for planning and implementing programme activities in Morocco in a timely and coordinated manner, in accordance with the defined country strategy.
- Create and roll out effective annual workplans per Business support Organizations (BSO) in line with SIPPO's regional/global approach and in exchange with SIPPO Regional Representative SRR.
- Organise field missions/interventions and other programme-related meetings, seminars, and workshops, further elaborating specific content for all events related to SIPPO.
- In coordination with the Export Promotion Manager, be in charge of overall communication on the country level, as well as preparing presentations, meeting minutes, informal translations and interpretations, providing logistical support, communicating and coordinating with programme participants and experts.
- Responsible to track the implementation of the BSOs workplans and corresponding country activity budget spending.
- Prepare and provide country reports (including text and KPIs) to the SRR on a 6-month basis.

- Take on a role of the SIPPO ambassador and increase awareness of the programme.
- Manage and supervise local SIPPO team in all administrative aspects.
- Coordinate the SIPPO with other projects of Swisscontact Morocco with the director of the Morocco office.
- Respond to requests from the SIPPO regional coordinator based in Tunisia.

As a Facilitator you will...

- Develop and maintain good communication and cooperation with all relevant stakeholders (BSOs, company representatives, governmental agencies, other projects/mandates).
- Facilitate the strategic planning and export promotion activities of the partner BSOs based on annual workplans and coordinate with external consultants.
- Enable institutional strengthening of the partner BSOs through internal capacity building for improvement and/or expansion of their export promotion services.
- Contribute to setting the objectives for the programme's mission, and strategically combine long term goals with the process of planning and rolling out relevant activities around them.
- Establish and maintain an excellent network of contacts and in-depth relationship with the BSOs; working closely to identify their needs and gaps in order to improve and/or expand their export promotion services.

If you are ...

- A strategic thinker, able to empathize and understand different needs of BSOs and companies.
- Goal-oriented and open to learning by doing.
- Willing to be proactive in tackling a challenge rather than reactively respond to the problem at hand.
- Quick to adjust and adapt to new circumstances, remaining agile in your approach to work.
- Ready to share your experience and knowledge, while also being opened to learn from your peers.
- An Excellent organizational manager.
- Having proven negotiation skills.
- Have Technical knowledge of the assigned sectors (Processed Food, Value Added Textile, Fish and Seafood)

... you are the right fit for our team!

Requirements:

- University degree is mandatory (International Economy, Business Studies, Marketing, Management or equivalent)
- Minimum 5 years of experience in Project Management and/or International Development projects (Experience in a trade promotion related environment is an advantage)
- Very good writing skills in French and Arabic
- Proficiency in English is a must (written, spoken)

Swisscontact offers attractive working conditions in an international and multicultural context. We see our work as a joint effort in an agile organizational culture, based on mutual respect, trust and teamwork.

We look forward to receiving your online application with the following documents: curriculum vitae and letter of motivation. Please apply exclusively by sending your application to: didier.krumm@swisscontact.org before September 15, 2021. Only short-listed candidates will be contacted. The candidates who pass the screening interview will need to show their certificates and diplomas before the second-round of interview as a process of verification.

For further information please visit www.sippo.ma