

Program Manager

Founded in 1991, SCORE is a leading NGO working in the field of sport and development in Southern Africa, using sport as a tool to achieve individual empowerment and to engage and strengthen communities. SCORE seeks an experienced, dynamic and innovative Program Manager to ensure that sport and development program objectives are achieved in line with the organisation's vision and mission as well as in line with target community and stakeholder plans and priorities.

Responsibilities :

Reporting to the Executive Director, this key leadership position is responsible for SCORE's overall program strategy, development and management, providing the basis for positioning SCORE as a thought leader in the sector.

Based in Cape Town, the position supports and manages the Program team. S/he will be working closely with the Manager responsible for Accreditation. S/he will improve the development of SCORE's programs and curricula, manages the training and quality assurance of all SCORE trainers/facilitators & ensures the quality of all training material across all provinces; supports program/project planning & implementation cycles in line with country plans and donor-funded proposals; manages the monitoring and evaluation system; collates and produces progress reports; designs, develops and pilots new materials and interventions. The position also represents the organization in sport & development networks, works closely with key stakeholders, and uses SCORE's expertise to provide capacity building and facilitation support to partner organizations.

Qualifications Required :

A relevant tertiary qualification and 5+ years' experience in project and programme management, including familiarity with logical frameworks; sound understanding of development processes and the development sector; knowledge of using sport as a development instrument strongly preferred; proven training and facilitation skills – accreditation strongly preferred; experience developing training materials an advantage; strong interpersonal skills & excellent communication skills; strong organisational & administration skills; computer literacy; drivers licence essential & must be willing to travel.