

TERMS OF REFERENCE



Project Manager - Mozambique

Job Title: Project Manager and team leader

Country: Mozambique

Location: To be agreed

Reporting to: Country Director, HQ

Contract: Full time, fixed term (recruitment dependent on funding prospects)

Expected start date: January 2026

Deadline: 17 December but applications will be considered on a rolling basis

About

The Project Manager will provide overall strategic leadership and coordination of the programme, ensuring delivery against work plans, budget, results framework, environmental and social safeguards, and donor compliance.

This new position will lead a team delivering an integrated disease control, healthcare services, and Water, Sanitation and Hygiene programme in a humanitarian setting. The post holder will work closely with country partners and other stakeholders, so will need excellent communication, negotiation and people management skills.

MENTOR first worked in Mozambique delivering an emergency integrated vector management programme after Cyclone Idai in 2019. In 2021 we implemented projects addressing the high rates of diseases such as malaria, cholera and malnutrition in response to the humanitarian crisis caused by conflict and insecurity.

Working closely in partnership with the health ministry and local organisations, our integrated programme of vector control, access to healthcare, and Water, Sanitation and Hygiene (WASH) has reached hundreds of thousands of people, most of whom are displaced and live in temporary shelters.

Job requirements:

- Advanced degree in Public Health, Medicine, Health Systems, or related field.
- Over 10 years leading large-scale health programmes in Sub-Saharan Africa.
- At least 5 years in a senior leadership role.
- Proven experience in donor-funded programmes (for example, World Bank, former USAID) and multi-component management.
- Competencies: strategic leadership, financial acumen, partner management, negotiation, risk management, safeguarding literacy, excellent communication skills.

- Willingness to travel in country (up to 40%).
- Fluency in English and Portuguese.

Key Responsibilities:

- **Leadership and Coordination:** Lead multi-disciplinary team across components (NTDs, malaria/IRS, nutrition, WASH, GBV safeguards). Chair weekly coordination meetings; ensure integrated work planning.
- **Stakeholder Engagement:** Serve as primary liaison with Ministry of Health, WASH authorities, local governments, donors, and implementing partners.
- **Strategic Planning:** Oversee annual work plans, procurement plans, risk registers, and adaptive management processes.
- **Budget and Compliance:** Manage budget, approve expenditure, ensure financial compliance and timely reporting.
- **Delivery and Quality Assurance:** Ensure milestones are achieved; oversee technical deliverables.
- **Safeguards:** Ensure E&S safeguards, SEA/SH prevention, and Do No Harm principles are operationalised.
- **Risk Management:** Maintain and update risk register (security, financial, operational, reputational).
- **Performance Management:** Set KPIs, conduct staff performance reviews, capacity building plans.
- **Communications:** Provide progress reports to MENTOR; lead donor briefings; ensure knowledge management and visibility products.

Deliverables & KPIs

- Approved annual work plan, procurement plan, and M&E plan.

The MENTOR Initiative is an equal opportunity employer and values diversity in the organisation. We ensure constant non-discrimination throughout the recruitment process.

The MENTOR Initiative is committed to promoting diversity and gender equality and strongly encourages candidates from under-represented backgrounds to apply.

The MENTOR Initiative applies a zero-tolerance approach to sexual exploitation, abuse, mistreatment or harassment, and other types of unethical behaviour including fraud.

The MENTOR Initiative will contact previous employers of applicants to determine if they have any history of violating international standards and codes of conduct relating to such matters.

To apply: either LinkedIn (preferred) or email CV, a letter of motivation and details of three referees (including your most recent employer) to recruitment@mentor-initiative.org. Please note we cannot give feedback at the shortlisting stage, thank you.