



CALL FOR APPLICATION

Program Officer

Part of the Mohammed VI Polytechnic University, the Faculty of Governance, Economic and Social Sciences (FGSES-UM6P) is a higher education and research institution with a dual mission: to provide initial and executive training in human and social sciences focused on public policies and the specific issues they raise in Morocco and on the African continent; and to conduct cutting-edge research on these public policies and issues.

You will be supporting the Faculty of Governance, Economics and Social Sciences and the Public Policy School in designing, resourcing, overseeing and implementing its activities within the imagining Africa's Futures project, which aims to "build the capacities and generate the evidence that would enable a better preparation and harnessing of Africa's future".

Main Responsibilities:

- Manage the delivery of project activities, which include research production, initial education programs, executive training and physical/virtual convening – ensuring they are aligned with project specification, timeline and budget;
- Act as primary contact for communications internally and with project partners, where appropriate.
- Monitor project progress and status, and report regularly to management.
- Address project issues and escalate complex cases to management.
- Organize regular meetings with relevant teams and management.
- Prepare project documentation for management's review and information, including project plan, budget, and activity roadmap.
- Ensure strong project governance, including through developing and enforcing policies and procedures for design, planning, implementation, evaluation and communication.

Qualifications:

- A degree in futures studies, public policy or similar field. A postgraduate degree is highly desirable.
- Previous work experience in a similar role. Experience in the field of futures studies is highly desirable.
- Demonstrated experience managing and delivering international, multi-stakeholder, multi-disciplinary projects
- Good analytical skills demonstrated by a structured and methodical approach
- Excellent stakeholder management skills
- A high level of attention to detail and strong organizational skills. Formal training or expertise in project management processes (e.g. Scrum, Agile, Kanban, Lean) and/or PM&E tools and methods is highly desirable.

Our offer:

- 2 years contract with a competitive salary package including social benefits.
- A passionate, dynamic, multilingual and multidisciplinary team that takes on daily challenges

alongside us.

– A corporate culture based on strong values such as integrity, innovation, leadership and trust. In order to apply for this job vacancy please submit your application (Curriculum Vitae + Cover letter) to: recrutement.fgses@um6p.ma

Given the volume of applications received, only short-listed candidates will be contacted for an interview.