

The Youth Empowerment and Transformation Trust Zimbabwe is looking to welcome new colleagues on regional exchange!

About The Youth Empowerment and Transformation Trust (YETT)

YETT is a youth networking organization committed to the full participation of young people in sustainable development through advocacy and capacity building of youth and youth organizations in Zimbabwe.

Vision - A just inclusive society where young people fully participate and lead in sustainable development.

Mission - A youth networking organisation committed to the full participation of young people in sustainable development through advocacy and capacity building of youth organizations in Zimbabwe.

In existence since 2004, YETT is a national youth-driven and youth-serving institution that works to strengthen the capacity of youth organisations in their contribution to national development. The youth driven and youth-serving institution does advocacy work to ensure that the policy environment in which youth operate is improved. YETT's key objectives are tied to its major program activities, which can be summarised as

- To build the capacity of youth and youth organisations to deliver for national development through training, technical and financial support.*
- Engage in policy advocacy to create an environment conducive to youth and other citizens through national level advocacy and reform efforts.*
- Strategic-level activities such as research, assessments/analysis, strategy development for institutions working on citizen engagement in the economy and political life.*

To attain these objectives, YETT is working as a network of youth organisations that are working on enhancing youth participation in development. Currently, the YETT membership stands at 40 + youth driven, focused, and led organisations working in all 10 provinces of Zimbabwe.

Programmes Officer – Partnerships and Networking

PURPOSE:

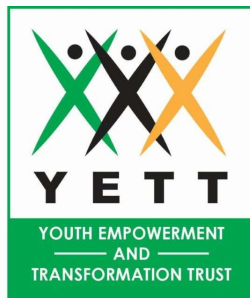
The position is within the Programs Department, working with the Partnerships and Networking team. Programme Officers play an important role in YETT's program design, implementation, and M&E as well as the organization's efforts towards maintaining and nurturing strategic partnerships, with our existing network and beyond.

RESPONSIBILITIES:

- Network building, strengthening and collaboration with YETT partner organizations at national, regional, and international levels which ensures that the organization has a network of partners and member organizations which effectively coordinate and advocate towards shared goals.
- Lead on the development and implementation of joint activities in concert with partner organizations at national and regional levels, and champion the Norec exchange through engagement with partnership organizations.
- Organize a database for the organisation's national, international and regional contacts that can be used for advocacy, lobbying and mobilization activities
- Assist in creating a strategic and systematic, process driven approach to partner outreach, engagement and relationship management and maintenance.
- Design and develop capacity building initiatives which enhances the work of YETT partner organizations.
- Provide support in coordinating participation and representation of the organization in regional and international platforms and partnerships
- Strengthen the institutional capacity of YETT and extend the sustainability of the organization, sharing experiences and best practices from their home organizations with regards to institutional strength and internal governance.
- Assist in researching strategic partners, identify key players and generating interest in the work of YETT.
- Resource Mobilization to further YETT's impact and objectives; assist in annual fundraising planning process and develop effective strategies for achieving those targets.
- Develop fundraiser relationships and retention of relationships.
- Promote knowledge management and institutionalisation of past experiences.
- Provide support to YETT departments, as needed.
- Provide consistent monitoring & evaluation support for YETT partnerships including data entry and compiling of significant change stories – work with colleagues to collect data on the effectiveness of partnerships through reports, newsletters, and social media.

REQUIREMENTS

- A university degree – preferably at postgraduate level in Social Sciences and/or Development Studies;
- Three years work experience in the same or a similar role;
- Strong writing and editing experience;
- Excellent written and spoken communication skills;
- Knowledge of the Southern African education system and policy desired;
- Previous experience in a social movement, community-based organisation or youth organization desired;
- Proficient in MS Office Suite;



- Must be able to work efficiently and independently, and to manage multiple projects concurrently;
- Applicants must be between the ages of 18-30 years old.

THE EXCHANGE

This opportunity is part of the 2023 regional exchange between The Youth Empowerment and Transformation Trust in Zimbabwe, the Zambian National Education Coalition in Zambia and Equal Education in South Africa, supported by the Norwegian Agency for Exchange Cooperation (Norec).

The exchange will last for a period of 14 months (February 2022- February 2023), with 12 months abroad in Harare, Zimbabwe, followed by 2 months follow-up work with your 'sending' organization; ZANEC in Lusaka, Zambia.

Through international exchange, the overall objective is to empower young people to have the agency and means to meaningfully participate in the pursuit of access to quality and inclusive education for all.

The following expenses will be covered by YETT:

- Housing costs, including gas, electricity, water, etc.
- Travel insurance and health insurance for the whole exchange, including during the training period.
- Monthly stipend
- Travel costs to and from your home country, and to and from the mandatory Norec Preparatory and Homecoming trainings
- Departure/start-up funds that may cover passport fees, visas, necessary vaccinations, work permits, etc.

Application Process:

Each application should include a CV and a letter of motivation (one page). Each document must be saved with your name, surname, and the type of document: eg. xxx_xxx_CV. Please save all documents in pdf format. You should motivate specifically for the position you are applying for and detail your interest and suitability to work at the Youth Empowerment and Transformation Trust in Zimbabwe. Generic cover letters are strongly advised against.

Please include three contactable references.

The email subject line must clearly state the position you are applying for.

Applications must be sent to;

The Executive Director,
Zambia National Education Officer,
E-mail: admin@zanec.org.zm; director@zanec.org.zm

Closing date: 4 January 2023