

*60 ans au service de l'innovation,
de la modernisation et de la construction
d'administrations pour
une Gouvernance Publique Responsable*



*60 years in the service of innovation,
modernisation and establishment
of administrations for
Responsible Public Governance*

Depuis/Since 1964 ...

Vacancy announcement:
POSITION OF DIRECTOR-GENERAL OF CAFRAD

The position of Director-General of CAFRAD became vacant since 1st July 2022, date of the end of the second term of the current Director-General, Pr. Stephane Monney MOUANDJO.

According to the Article 13 of the Establishment Convention of CAFRAD , Member States of CAFRAD are invited to submit their candidacies for this position. Conditions for eligible candidates are specified in the attached job description.

Applications should contain the following documents:

- 1) Candidate's letter of application;
- 2) Detailed curriculum vitae.
- 3) Letter of support from the Government, giving its consent.

Applications are to be sent by mail or by email or fax to the following addresses:

- Chairman of the Governing Board of CAFRAD,
Av. Haj Ahmed Cherkaoui, BP :1076, Quartier Administratif, Agdal, Rabat,
Morocco
Tél : 2125 37 67 99 30
Fax : 2125 37 68 02 83
e-mail : présidence_cafrad@mmsp.gov.ma

And

- Director General of CAFRAD
P.O. Box 310, Pavilion International, Boulevard Mohammed V,
TANGIER 90001 - MOROCCO
Tel. 2125 39 32 27 07 2126 61 30 72 69
Fax 2125 39 32 57 85
Email: cafrad@cafrad.org
Website: www.cafrad.org

Deadline for submission of applications is 30 November 2023.

**JOB DESCRIPTION FOR THE POSITION
OF DIRECTOR-GENERAL OF CAFRAD**

JOB DESCRIPTION

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- POST - TITLE : Director-General
- DUTY STATION : CAFRAD's headquarters, Rabat (Morocco)
- DURATION : Four (4) years, with possibility of renewal for one second term.
- DATE OF TAKING-UP OFFICE : After the election of the new Director General during 59th session of Governing Board of CAFRAD
- LANGUAGES : English, French or Arabic: a good knowledge of two languages is an asset.

QUALIFICATIONS AND EXPERIENCE:

The candidate for the position of Director-General of CAFRAD (African Training and Research Centre in Administration for Development) should possess demonstrable leadership qualities, and have human and intellectual capacities in planning, coordinating and motivating teams under his authority. He should inspire confidence and efficiency among an international staff from different cultures and backgrounds, and have negotiation and listening skills. The sense of vision, rigor in judgment, firmness and fairness, the sense of innovation, patience and the ability to work in an international environment are essential qualities to the exercise of this function.

The candidate must also possess:

- 1) A higher university degree, preferably at the Ph.D. level, in Public Administration or political science or public law or international law.
- 2) At least 15 years experience, part of which gained as a leader of a Ministerial Department, a Diplomatic Representation or any other State institution, an international institution, an institution of higher education or research.
- 3) Demonstrable experience in training, research and consultancy in Africa and/or elsewhere.
- 4) A strong contribution to the development of public administration and governance in Africa, through publications and other work aiming at advancing knowledge in administrative science and governance.
- 5) A motivation and a vision to serve the African continent and fulfill his duties with passion and integrity.

FUNCTIONS/DUTIES:

The Director-General is responsible for the efficient implementation of the decisions of the Governing Board, for the mobilization of human, material and financial resources, and for maintaining the Centre in good standing among Member and non-Member States as well as the international community. In addition, he has overall responsibility for the day-to-day management of the Centre.

His specific functions include the following:

1) To plan, in consultation with the senior staff of the Centre and the Scientific Council, all the activities to be undertaken in the form of the annual and multi-annual work programme of the Centre, in line with the needs of African States;

2) To prepare the strategic development plans of the Centre and the annual and multi-annual budgets. He ensures also the logistic, human and finance planning, with a view to their approval by the Governing Board, in accordance with the standing rules and regulations;

3) To submit to the Governing Board annual reports and audited accounts of the Centre;

4) To monitor and implement programmes and projects in order to ensure high standards of performance;

5) To coordinate, control, monitor and evaluate the performance of the staff of the Centre;

6) To promote staff development and encourage professionalism and excellence of the Centre;

7) To uphold a favourable image of the Centre by means of effective collaboration with Member and non-Member States, including international partners;

8) To keep the Centre abreast with trends and developments in Public Administration and Governance, by participating in meetings and conferences of similar organizations;

9) To solicit and negotiate funds on behalf of the Governing Board in order to implement necessary programmes of the Centre;

10) To take all measures necessary for improving the general performance of the Centre and ensuring an optimal efficiency with respect to CAFRAD's Member States.

CONDITIONS OF SERVICE:

The conditions of service of the Director-General are determined by the Governing Board (see attached the special conditions of service for the Director-General of CAFRAD).

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SPECIAL CONDITIONS OF SERVICE
FOR THE DIRECTOR-GENERAL OF CAFRAD

1. DUTIES AND OBLIGATIONS

The Director-General of CAFRAD has the status of an international civil servant. When accepting the appointment, he must address himself to his duties with nothing in mind but CAFRAD's best interests. He shall undertake to abide by, and to enforce the rules set forth in the Staff Regulations of CAFRAD, particularly as concerns:

- a) his conduct as an international public servant;
- b) his obligations toward CAFRAD;
- c) his activities outside CAFRAD.

He shall also declare the following before the Governing Board of CAFRAD:

“I solemnly promise, loyally, with discretion and in good conscience, to fulfill the duties entrusted to me as Director-General of CAFRAD, to carry out all my functions, and to comport myself exclusively in dedication to CAFRAD's best interests, never seeking or accepting directives from an external government or authority with respect to the carrying out of my duties.”

2. SALARY SCALE

The salary is fixed by the Governing Board (including other benefits granted in accordance with the Staff Regulations and the decisions of the Governing Board).

The incumbent has full diplomatic status.

3. TRANSPORTATION

A driver and an official car are at disposal of the Director-General.

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