



## SCOPE OF WORK YOUTH RESILIENCE TO CRIME AND VIOLENCE IN THE CARIBBEAN

|   |                                     |
|---|-------------------------------------|
| POSITION  | Youth Workforce Development Manager |
| PERIOD OF PERFORMANCE <i>ON/ABOUT (FROM – TO)</i> | Long term                           |
| MAXIMUM LEVEL OF EFFORT                           | LTTA                                |
| REPORTS TO:                                       | Deputy Chief of Party               |
| LOCATION  | Georgetown, Guyana                  |

### PROJECT BACKGROUND

The Eastern & Southern Caribbean Youth Resilience Inclusion and Empowerment Activity will engage and empower youth and other key populations as partners and integrate interventions at the national and sub-national levels to improve youth, family, and community resilience to crime and violence. Based in Saint Lucia, Y-RIE also works in Guyana, Grenada, and up to one additional fourth country. The activity will address rising unemployment, high poverty rates, and waves of crime and violence. Y-RIE activities support the following objectives:

- 1) Government provided social services strengthened;
- 2) Education outcomes among focus youth improved;
- 3) Focus youth preparedness to enter the workforce improved;
- 4) Strengthen community and family systems.

### OBJECTIVE

The Youth Workforce Development Manager will provide technical oversight of project interventions in Guyana under Objective 3: Focus youth preparedness to enter the workforce improved. While this position will be Guyana-based and significantly focused on Guyana activities, the Workforce Development Manager is expected to liaise closely with Program Managers in Saint Lucia and Grenada in support of similar initiatives in those countries.

The Workforce Development Manager will promote tangible, income-generating opportunities to allow youth to transform into productive contributors in their communities and reduce the risk of becoming involved in crime and violence. The Manager will design and implement activities to provide youth with age-and-stage appropriate preparedness support, and work to increase youth access to opportunities for productive through networks that create access to professional development and engagement with the private sector.

### Tasks

- Identify private and public sector workforce demands, assess educational/skill shortfalls.
- Work closely with the Private Sector Engagement Advisor to develop a workforce preparedness and opportunity strategy for the Y-RIE program, prioritizing increasing at-risk youth access to professional development activities
- In support of that strategy, develop and oversee high-quality, age-and-stage appropriate activities to support youth at risk preparing for, entering and successfully staying in formal workforce opportunities.
- Establish or strengthen networks that facilitate focus youth access to professional development activities
- Work effectively across the Project with partners, stakeholders, and experts to support programs for workforce capacity-building activities.

- Design targeted, responsive programs, trainings, or workshops, to prepare youth to enter the work force with relevant in-demand skills and qualifications. This includes hard and soft skills, as well as remedial education.
- Facilitate opportunities for youth to gain inclusive, productive opportunities, such as full-time employment, apprenticeships, internships, entrepreneurial ventures or other form of paid work.
- Strengthen youth serving networks that create access for youth professional development, coaching and mentoring.
- Establish partnerships with TVET institutions, CBO partners, trade institutions and the private sector, identify opportunities such as cost-shared grants, to leverage partnerships, investments, and resources that will provide youth with relevant skills and productive opportunities.
- Closely coordinate with TVET, higher education and skills training centers to improve curricula and the quality of services, such as career counseling and placement services, to closely align with industry demand.
- Conduct site visits, participant surveys, and review of other partnership data, to monitor progress in youth productive opportunities and private sector partnerships.
- In coordination with the Program Manager, Tech Leads and Specialists, support the design, implementation, monitoring and evaluation of grant activities with local partners, oversee the work of short-term experts and consultants under Objective 3 and contribute to capturing and integrating programmatic lessons learned and regular project reporting
- Regularly communicate with the Deputy Chief of Party (DCOP) regarding project planning and implementation, problem identification and rectification.
- Regular reporting on activity status, progress, challenges, and success stories.
- Other tasks as assigned

#### **DESIRED QUALIFICATIONS**

- Bachelor's degree (or equivalent) preferred, in Education, Human Resource development, Organizational behavior, business, or other relevant field highly desired.
- At least 5 years of experience in youth employment, skills development, TVET or other workforce development areas
- A demonstrated commitment to, and passion for, supporting at-risk youth to recognize and build upon their assets, strengths, and skills.
- An interest in working regionally with partners, team members, and in a learning-focused environment.
- Experience designing and delivering capacity development programs and service provision with business associations and entrepreneurs.
- Experience implementing USAID or other donor-funded programming desired.
- Ability to communicate effectively with internal and external stakeholders. Experience working with diverse teams and a range of stakeholders, from high-level government officials to community members.in a culturally and politically appropriate manner
- Excellent analytical, writing and presentation skills.