



Program Director - Ecuador 2023-24

Job Description

Start Date: July 2024
Location: Shandia, Ecuador (just outside Tena in Ecuador's Amazon)
Period of employment: 13 months (possibly renewable)

About Manna Project International

Manna Project International (MPI), a US-based nonprofit organization operating health, education, and economic empowerment programs in Ecuador, is looking for 13-month Program Directors (PDs) to strengthen our mission of collaborating with communities to help break the cycle of poverty.

Since 2004, Manna Project International has fostered communities of talented young leaders to become the next generation of social change agents. We seek to empower and develop our volunteers and Program Directors through field work and hands-on leadership opportunities. For more background on MPI, please visit our website, www.mannaproject.org.

Job Responsibilities

The PD works with other in-country staff to contribute to the successful building of new relationships in Shandia, assisting with volunteer support, and coordinating nonprofit operations. The PD's daily responsibilities vary, including but not limited to:

1. ***Creating and developing relationships with community residents, partner organizations, local vendors, etc. PD will assist with:***
 - Community needs research & learning local culture
2. ***Creating & managing community development programs in education, health, and economic livelihood may include:***
 - Teaching English
 - Public health education & Water, Sanitation & Hygiene (WASH)
 - Sports & recreation clubs for kids
 - Facilitating women's group meetings
 - Academic tutoring and children's music & art classes.
3. ***Supervising & supporting foreign volunteers. PD will assist with:***
 - Supervising one-week college groups
 - Supervising up to 5-10 week interns (during peak season)
 - Supporting Program Coordinators
4. ***Organizational Operations:***
 - Assists with various nonprofit organization roles
 - Communications & social media, fundraising, grant writing and donor cultivation, finance processes, program metrics, and other administrative tasks.
5. ***Fundraising:***
 - PD commits to fundraising \$1500 over the 13-month term
 - Participates in training about fundraising



Required skills/experience/training

- Bachelor's degree from an accredited university required or relevant work experience
- Demonstrated interpersonal and community-building skills
- Willingness to integrate with cultural & lifestyle norms a rural, indigenous community in the Amazon region of Ecuador
- Strong ability to multi-task and balance short- and long-term goals
- Personal or professional cross-cultural experience
- Lived overseas 2 months or more
- Spanish at an intermediate level or above

Additional information

Reports to: Country Director – Ecuador

Compensation: MPI pays housing, food, local transport, travel insurance*, international plane fare*, visa fees, and a weekly stipend of \$20 (to give context, a simple, local lunch costs \$2.50). *Reimbursed, details below

Additional information

Benefits MPI provides Program Director are as below:

- MPI covers housing, food, and local transportation costs, plus a weekly stipend of US\$20
- Ten personal days
- Ten national holidays of Ecuador
- Two week designated winter break
- Emergency Travel Insurance that covers emergency medical care & evacuation (PD will enroll in a personal plan and be reimbursed upon proof of receipt up to \$50/month)
- International plane fare (reimbursed up to \$1,200 at the completion of the contract)
- Visa to live/work in Ecuador for the duration of employment with MPI
- Leadership and professional development: paid trimester retreats and monthly workshops, mentoring & other training.
- Coverage of all work-related transportation expenses
- Dumb phone, and local usage plan (if PD wants them)
- Occasional cultural and tourist excursions

How to apply: Send a resume and cover letter describing your fit with MPI and with this position to apply@mannaproject.org. In your cover letter, please specify if you prefer to work on community programs in various fields, or have a preference to work mostly in one field, from the choices of teaching English, youth development, Water, Sanitation & Hygiene (WASH), and public health.

Please Note: Only shortlisted applicants will be notified.