



Skills For Success

<b>Associate Mobilization &amp; Partnerships (North)</b>	Grade: 3
Job Reports to: Regional Manager (North)	Location: Rawalpindi
Cadre: Associate	Direct Reports: N/A
Travel: Extensive	Indirect Reporting: Head Office Lahore

**Last date to apply: 31<sup>st</sup> October 2019**

## Getting to know PSDF



**i Our purpose**-You will be part of the largest skills development fund in Pakistan. PSDF's purpose is to shape the future and well-being of our poor and vulnerable youth by giving them access to skills training of the highest standard so they can find sustainable employment and income-generating opportunities in Pakistan and beyond.

**The impact we have created**-PSDF started its operations in the 4 poorest districts of Punjab. Since 2016, the geographical remit has expanded to the entire 36 districts of Punjab. PSDF has trained almost 300,000 underprivileged youth across Punjab, which includes 180,000+ male and 110,000+ female graduates. These graduates have been trained in approximately 250 demand-driven and market relevant trades across 10 sectors.

**Diversified and challenging team**-At PSDF, our team constantly works in a fast paced and challenging environment and needs someone who can match and deliver at our pace. We are looking for a passionate and innately talented individual who can actively pursue and drive the agenda of PSDF and is always ready to take up new challenges.

## How the Role looks like



**i** You will assist in the delivery of PSDF's objectives and targets in the North clusters including districts of Rawalpindi, Islamabad, Bhakkar, Chakwal, Attock, Mianwali. This will include working closely with the Program Development, Monitoring & Evaluation and BD & Partnership teams in the North region of Punjab.

**The main opportunities and challenges for this role are to**

- Assist Program Development team at head office to ensure mobilization of existing training service providers and identification of new ones to participate in PSDF programs.



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- Maintaining close relations with various TVET & educational establishments, chambers and industry associations within the region through awareness sessions, seminars/meetings and focus groups.
- Assist M&E team at Head office to ensure efficient and effective implementation of monitoring and evaluation framework in the Region.
- Work with field monitors, M&E staff, TSPs through field visits, awareness session and complaint handling sessions.
- Assist Partnerships and Business Development teams to help build cost partnerships with industry as well as secure management contracts for trainings from industry as well as government departments and other public sector organizations.

## What do we expect you to achieve?



### **i** The main accountabilities for this role include

- Assist in increase the Training Provider Bank.
- Mobilization of Industries to Achieve Employment targets.
- Mobilization of New Training Providers.
- Mobilization of New Businesses as Training Providers.
- Maintaining close relations with various TVET & educational establishments, chambers and industry associations.
- Performance management of TSPs to ensure compliance.
- Knowledge of vocational training techniques and trends in Pakistan.
- Familiarity with traditional and modern training methods, tools and techniques
- Ability to conduct cost-benefit analysis and calculate training ROI in terms of impact

## Are you the right fit for this job?



### **i** To apply, you must have

- Bachelors with Business Administration/Marketing/Economics/Social Sciences or a relevant discipline from HEC recognized/accredited university. Master's degree in any relevant discipline preferred.
- minimum of 2 years of relevant experience preferably in development sector.

### The required experience for this role requires you to have

- Knowledge of research methodologies
- Understanding of data quality audit techniques
- Ability to conduct cost-benefit analysis and calculate training ROI in terms of impact

### To collaborate and perform effectively, the role requires you to



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- Build strong relationships with External Teams i.e. TSP's, Business, Chamber of Commerce, TVET Institutes, Employment Partners etc.
- Build strong relationships with Internal Teams: Business Development & Partnerships, Monitoring & Evaluation, Program Development, Marketing & Communication etc.

### **Preferred mindset and capabilities we are looking for:**

- Results driven and persistent to get the desired results and takes ownership of actions.
- Innovative and has an aptitude to welcome and try new ways of doing things and push for their execution.
- Willing to strive for excellence and can anticipate challenges for continuous improvement.
- A team player with an aptitude to work with the mantra of one team by proactively supporting others to solve challenges.
- Demonstrates respect for all and can put things in perspective and gauge all actions through merit and performance.

## What are we offering?



**i** PSDF has a lot more to offer than a market competitive salary and perks. As a PSDF employee you will get:

- Professional development with the largest skills development fund in Pakistan.
- Opportunities to cultivate professional relationships and learn from the most talented people in the industry.
- A transparent, clean and liberating organizational culture.
- Meaningful and fulfilling work.

## Interested?



**i** Click on the link below to APPLY for this role.

<https://forms.gle/fcpS1ALdexNCD6PYA>