

Country Representative for Afghanistan

Based in Kabul, Afghanistan

(Reference: 25|AFG|CR01)

What is IMPACT Initiatives?

OUR AIM: IMPACT aims to shape practices and influence policies in humanitarian and development settings, in order to positively impact the lives of people and their communities.

Created in 2010, IMPACT is a Geneva-based NGO and the largest independent data provider in contexts of crisis. We aim to support a range of stakeholders in making better, more informed decisions in humanitarian, stabilisation, and development settings. We believe that a key pathway to better planning and decision-making is direct engagement with local communities.

How do we work?

IMPACT takes an initiative-based approach to structuring our programming. Each initiative has a specific aim, operational model, and portfolio of solutions.

REACH strengthens evidence-based humanitarian decision-making through efficient data collection, management, and analysis - before, during, and after an emergency.

PANDA improves the impact of humanitarian and development interventions through programme design, assessments, and monitoring & evaluation.

AGORA promotes localised and multi-sectoral aid action in support of the recovery and stabilisation of crisis-affected communities, in partnership with local stakeholders

Through our global team of research specialists, on average IMPACT publishes more than 1,700 information products on a yearly basis.

In 2010, IMPACT was launched at the initiative of ACTED, an international NGO whose headquarters are based in Paris and is present in thirty countries. The two organizations have a strong complementarity formalized in a global partnership, which particularly allows IMPACT to benefit from ACTED's operational support in its fields of intervention.

We are currently looking for a Country Representative to lead our Afghanistan mission, based in Kabul

Position	Country Representative
Contract duration	Until March 2026
Location	Kabul, Afghanistan
Starting Date	April 2025
Application Deadline	21 st March

COUNTRY PROFILE

Afghanistan has endured 40 years of complex crisis, characterized by conflict, insecurity, regime change, and climate disasters. After the Taliban took over in 2021, the country was further affected by a collapsing economy and uncertainty about the future. The economic situation has stabilized in the years since but remains fragile – humanitarian assistance still provides much needed help for large population groups across the country. IMPACT, through REACH, has been implementing programming in Afghanistan since 2018 supporting humanitarian decision-making with assessments and information management activities. Working across all 34 provinces, the Afghanistan team's research supports and facilitates emergency response efforts immediately following conflict or natural disaster as well as more long-term oriented humanitarian planning, prioritization, resilience and recovery activities

FUNCTIONS

Under the management of IMPACT's Regional Coordinator in Geneva, the Country Representative is responsible for representing IMPACT and managing and developing IMPACT's programs in Afghanistan. S/he leads the IMPACT team to achieve program excellence and ensure the highest level of impact and accountability, while ensuring compliance to IMPACT guidelines, policies and standards across the mission. The CR is in regular contact with HQ, ensuring that organizational risks are promptly and clearly communicated to the Regional Coordinator, the Director of Country Programs and Operations, and other relevant HQ Senior Management. S/he will promote organizational vision and core values across the mission and will actively link with HQ to contribute to the implementation of IMPACT's global strategies. In his/her mission, the Country Representative will be hosted by Acted and will fall under the direct responsibility and management of Acted's Country Director for all Administrative, Security, Logistics and Finance issues. S/he will therefore fully abide by Acted's Security, HR, Administration and Logistics rules and regulations, and, in coordination with Acted, will ensure that all IMPACT staff abide by them.

RESPONSIBILITIES

The Country Representative responsibilities include the following:

I. Strategic Leadership

- a. Develop and execute an up-to-date Country Strategy aligned with IMPACT's global objectives and Afghanistan's humanitarian landscape.
- b. Identify strategic opportunities, consolidate ongoing initiatives, and explore new program areas to enhance IMPACT's value to the aid community.

II. Program and Project Management

- a. Oversee program planning, implementation, and evaluation, ensuring all projects meet objectives, timelines, and compliance standards.
- b. Facilitate coordination between IMPACT and partner organizations to achieve efficient project delivery and impact.

III. Fundraising and Donor Engagement

- a. Identify and secure funding opportunities in collaboration with HQ and Acted.
- b. Lead proposal development and negotiate contracts with donors, ensuring alignment with strategic priorities.

IV. Finance and Budget Oversight

- a. Manage project budgets and forecast expenses, ensuring accurate and timely financial reporting to HQ and Acted.
- b. Mitigate financial risks and ensure optimal budget utilization.

V. Human Resources and Team Leadership

- a. Guide and develop the IMPACT team, ensuring performance standards, capacity building, and adherence to IMPACT and Acted's policies.
- b. Coordinate with HQ and Acted for transparent recruitment and career management of staff.

VI. External Representation and Coordination

- a. Establish and maintain productive relationships with donors, UN agencies, NGOs, and other stakeholders, representing IMPACT's programs and strategic interests.

- b. Ensure proactive contribution to key humanitarian decision-making forums and promote IMPACT's program visibility.

VII. Data Protection and Accountability

- a. Uphold strict confidentiality of all data collected and engage with communities respectfully, ensuring awareness of program objectives and methods.

REQUIREMENTS

Academic Excellent academic qualifications, including a Master's degree in a relevant discipline (International Relations, Political Sciences, Social Research, Development Studies, or similar).

Management experience Previous experience in a senior management role in an INGO at field level. Track record in successful management of international and national teams in humanitarian contexts.

Familiarity aid system Familiarity with the aid system, and the research community.

Communication/reporting skills Excellent communication and drafting skills for effective reporting, including proven experience in contributing to high level presentations/briefings.

Years of work experience At least 5 years of relevant working experience.

Research skills: Experience in assessments. M&E, field research, evaluations an asset.

Multi-tasking skills Ability to multitask with tight deadlines in complex environment.

Level of independence A self-starter with a proven ability to work independently.

Cross-cultural work environment Ability to operate in a cross-cultural environment.

Language skills Fluency in English required.

Security environment Ability to operate in a complex and challenging security environment.

COMPENSATION AND BENEFITS

- For this position, salary between 4'800 EUR and 5'000 EUR monthly (before income tax), etc as well as a monthly living allowance of 500 USD

NB - IMPACT salaries are strictly determined by our salary grid depending on the grade of the position and the level of education of staff. A location-dependent security and/or isolation adjustment is then applied as a recognition that some staff are required to work in hardship places where living and working conditions are much more difficult than elsewhere.

- Accommodation and food provided in ACTED guesthouse
- Private pension fund, health insurance, and repatriation assistance (& unemployment insurance for EU citizens)
- This is not a family duty station
- Flight tickets every 6 months & visa fees covered
- R&R after 2 months in country (flight ticket up to 500\$ + 200\$ of living allowance)
- Contribution to the luggage transportation: between 23kg and 100kg, depending on the length of the contract
- Annual leave of 36 days per year
- Predeparture induction - 3 days at IMPACT Initiatives's HQ in Geneva + one week pre-departure training in ACTED HQ in Paris, including a 4-days in situ security training Tax advice (free 30-minute call with a tax consultant)
- Enrolment in IMPACT Initiatives Research Foundational Learning Programme within the first 3 months from the start of contract.
- IMPACT and ACTED prioritize the psychological safety of its staff and the health insurance provided covers, among others, up to 1000 € per year of psychosocial counselling fees