

Job details	
<b>Job title:</b> Programme Manager, Lobito Corridor	<b>Line Manager title:</b> Country Director, DRC
<b>Grade:</b> JG 5	<b>Direct reports:</b> Programme Officer
<b>Department:</b> DRC Country Programme	<b>Location:</b> Kolwezi, Lualaba, DRC
Job summary	
<p><b>The Programme Manager</b> will lead the implementation of the EU-funded Lobito Corridor Programme (Kolwezi–Dilolo), with a focus on mineral and critical mineral trade flows. S/he will support the Country Director, DRC and the Programme Coordinator, in engagements and in managing relationships with Government agencies, with an overall mandate of facilitating the mineral’s trade flows. S/he will lead on activities throughout the Project Life Cycle Management (PCM) including at designing phases, planning and implementation; monitoring, evaluation, collaboration, learning and dissemination; quality assurance, reporting and oversight with regular steering committees; and stakeholder engagement including coordination with country and regional teams and external stakeholders.</p> <p><i>The Lobito Corridor</i> is a strategic trade route linking the mineral-rich regions of the DRC and Zambia to global markets through Angola’s Port of Lobito, playing a critical role in the export of copper, cobalt, and other essential minerals. With EU support, the programme strengthens institutional coordination, simplifies mineral traceability procedures, improves digital trade systems, supports DRC–Angola policy alignment, and engages the private sector to enhance corridor efficiency.</p> <p>The job holder will supervise a Programme Officer through programme implementation and delivery; and will provide day-to-day leadership, coordination, and quality assurance. The role also works closely with the DRC Country Director to support coherence between corridor-level delivery and national programme priorities. The position collaborates closely with programme and technical teams based in Kinshasa and regional experts in Nairobi, including Results and Impact, Programme Delivery Hub functions, Transport Infrastructure, Business Competitiveness, Gender and Inclusiveness, Communications, Audit and Risk, to ensure technical rigor, risk management, and effective engagement with key national and regional stakeholders.</p>	
Roles and responsibilities	
<p><b>Programme Leadership, Delivery and PCM: (40%)</b></p> <ul style="list-style-type: none"> <li>• Support the DRC Country Director, and work closely with the Programme Coordinator, in managing the implementation and delivery of the Lobito Corridor Programme, including development and maintenance of programme strategies, annual work plans, budgets, and delivery schedules.</li> <li>• Ensure overall delivery of programme activities in line with agreed objectives, timelines, and budgets, with particular focus on mineral and critical mineral trade facilitation along the Kolwezi–Dilolo corridor.</li> <li>• Ensure good practice Programme Cycle Management (PCM) throughout the project lifecycle, including project design, development of Terms of Reference and technical specifications, mobilisation, procurement, contract management, implementation, reporting, closure, and sustainability planning.</li> <li>• Ensure compliance with TMA PCM guidelines and donor requirements as stipulated in EU and other contribution agreements.</li> </ul> <p><b>Financial Management, Grants and Donor Compliance: (20%)</b></p> <ul style="list-style-type: none"> <li>• Understand programme funding sources and implementation timelines agreed with funders and monitor delivery to ensure activities remain within approved scope, budget, and time.</li> <li>• Ensure compliance with grant management procedures and guidelines, including appraisal, implementation, reporting, amendments, and closure.</li> <li>• Clearly document and communicate any material changes to scope, budget, or timelines to relevant internal and external stakeholders.</li> </ul>	

## **Risk Management, Controls and Safeguarding: (10%)**

- Apply the highest standards of controls and risk management practices and embed a strong risk and control culture across the programme.
- Demonstrate sound judgement and timely escalation in the management of all types of risk, including operational, fiduciary, fraud, safeguarding, and reputational risks.
- Identify, analyse, and escalate risk events or incidents in a timely manner, focusing on root-cause analysis and implementation of mitigating actions.
- Maintain zero tolerance to bribery, fraud, and corruption, and immediately report any suspected or actual misconduct.
- Adhere to safeguarding policies and procedures and promptly report any safeguarding concerns.
- Complete all mandatory trainings within stipulated timelines.
- Corridor Operations, Trade Facilitation and Institutional Coordination
- Oversee engagement with key public institutions involved in mineral and rail-based trade, including DGDA, SNCC, OCC, CEEC, mining authorities, and provincial administrations, and others.
- Support improved institutional coordination and operational efficiency along the Lobito Corridor, contributing to reduce clearance times, simplified procedures, and reduced non-tariff barriers.
- Guide implementation of reforms related to customs modernisation, digital trade systems (e.g. SEGUCE, ASYCUDA, ECTS), and corridor-level operational improvements.

## **Stakeholder Engagement and Partnerships: (10%)**

- Manage relationships and communications with internal and external stakeholders, including donors (EU, USAID, UK, and others), government counterparts, regional bodies, private sector actors, consultants, and service providers.
- Clearly articulate programme scope, objectives, timelines, budgets, risks, and deliverables to stakeholders.
- Engage mining companies, rail operators, and logistics providers through structured public-private dialogue to ensure reforms respond to operational realities.

## **Results, Learning, Gender and Knowledge Management: (10%)**

- Use available tools, or develop new ones where necessary, to monitor progress at activity, output, and outcome levels.
- Establish data collection mechanisms to support evidence-based results reporting and learning.
- Ensure inclusion of gender-sensitive and gender-responsive indicators and practices across programme activities.
- Document lessons learned and best practices and promote their use across the DRC portfolio and regional initiatives.
- Participate in and promote regular reflection, learning, and knowledge-sharing events.

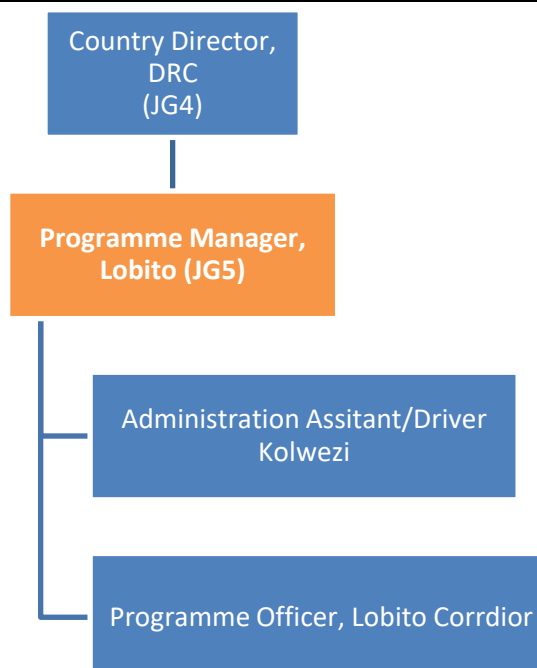
## **Communications and Corporate Collaboration: (10%)**

- Collaborate with the Communications Unit to shape and monitor the programme communication plan in line with TMA's Corporate Communication Strategy and donor visibility requirements.
- Effectively communicate programme progress and results to internal and external stakeholders to support TMA's mission, visibility, and credibility.
- Work closely with TMA corporate and regional functions, including Corporate Affairs and Fundraising, Results and Impact, Programme Delivery Hub, Gender and Inclusiveness, Audit and Risk, and regional outcome teams, to ensure integrated delivery and high-quality outputs.
- Apply the highest standards of controls and risk management practices and behaviors and embed a positive risk and control culture.
- Demonstrate prudence, sound judgement and appropriate and timely escalations in management of all types of risk (including fraud risk) applicable to the role.

# Job description

- Understand and comply with the relevant end-to-end processes including applicable risks and controls.
- Seek to identify, understand, and escalate risk events/incidents/ issues on a timely basis focusing on fixing root-causes and taking ownership of identified mitigating actions.
- Complete all relevant mandatory trainings within the stipulated timelines.
- Understands funding sources for projects, the implementation timelines agreed with funders, monitors implementation and delivery to ensure that projects are within budget, scope and time. Where changes occur, clearly documents and ensures that relevant internal (Country Director, technical lead, SLMT leads) and external stakeholders (donors, partners) are informed.
- Puts in place data collection mechanisms for evidence-based results articulation, documents lessons, shares knowledge, incentivize staff/teams and enforces compliance and standards.
- Contributes to the development/revision of tools and procedures to document and share knowledge, incentivize staff/teams and enforce compliance and standards.
- Ensure inclusion of gender-sensitive/responsive indicators to track progress towards gender integration.
- Participates in regular informal and formal reflection, knowledge sharing and learning events.
- Promote and adhere to TMA’s core values and ensure compliance with organizational policies and procedures.
- Maintain zero tolerance to bribery, fraud and corruption, and ensure the immediate reporting of any corruption or suspect behaviour that threatens TMA’s reputation.
- Adhere to the safeguarding policies and procedures and immediately report any safeguarding concerns.
- Work closely with other TMA Corporate functions including the Corporate Affairs and Fundraising, Results and Impact, CEO’s office, Regional Outcome areas to ensure that external communications are developed with maximum impact and delivered against the results calendar and corporate strategy guiding work across the programme area and the organisation.
- Any other related responsibilities that may be assigned by the line manager from time to time.

## Organisational positioning



## Academic and professional qualifications

- A degree in Business, Economics, Development Studies, Finance, Trade, Planning, Public Policy, Logistics, Supply Chain, Transport Economics, Mining or Extractives-related disciplines, or a closely related field. Candidates with other academic backgrounds may be considered if they demonstrate strong experience or formal qualifications in programme or project management, trade facilitation, customs and corridor trade, regional integration (AfCFTA/RECs), private sector development, or mineral and critical mineral value chains. Professional certification in project or programme management is an advantage.

## Work experience

- An undergraduate degree with at least ten (10) years' relevant experience, including three (3) years in a programme or management role, or a postgraduate degree with at least eight (8) years' relevant experience, including three (3) years in a programme or management role.
- Proven experience in trade facilitation, customs or border management, corridor or logistics programmes, and/or mineral and critical mineral value chains, with demonstrated engagement with government MDAs and private sector actors.
- Strong knowledge of regional integration frameworks (AfCFTA, SADC, COMESA and other RECs), trade and customs policy, and prior experience working on donor-funded programmes, preferably in complex operating environments.

## Technical skills and behavioural competencies

- Strong programme and financial management skills, with experience delivering complex, donor-funded programmes.
- Solid understanding of trade facilitation, customs and border management, corridor operations, and mineral or critical mineral value chains.
- Proven ability to engage and influence government institutions, private sector operators (mining, rail, logistics), donors, and development partners.
- Excellent analytical, problem-solving, and stakeholder management skills in complex and high-risk environments.
- Strong written and verbal communication skills, including high-quality reporting and presentation of technical issues.
- Good understanding of regional integration frameworks (AfCFTA, SADC or other RECs) and the DRC political economy.
- Ability to work independently and collaboratively across multi-disciplinary and geographically dispersed teams.
- Fluency in English and French (spoken and written). French is essential for engagement with DRC stakeholders.

## Additional information

- The Programme Manager will coordinate closely with the Lobito Corridor Authority (LCTTFA), customs authorities, and other MDAs involved in mineral traceability processes, as well as rail agencies, mining companies, and logistics operators, in close collaboration with the Senior Programme Coordinator and Programme Officer, to ensure effective implementation of trade facilitation and corridor reforms.
- This position is based in Kolwezi (Lualaba Province) and requires sometimes travel along the Kolwezi–Dilolo corridor, as well as periodic missions to Kinshasa, Lubumbashi, and TMA regional offices (including Nairobi).
- The role is open to DRC nationals and requires the ability to operate effectively in a dynamic and high-risk environment.

## Sign off

Job holder name:	Signature: _____	Date: _____
Line Manager name:		



# Job description

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	Signature: _____	Date: _____
Counter-signing Quality Assuror (CQA) name:	Signature: _____	Date: _____