Job details	
Job title: Programme Manager, Customs Cooperation	**Line Manager title:** Head/Strategic Expert EPA Facility and Customs Cooperation
Grade: JG6	**Direct reports:** Programme Officer, EPA Facility and Customs Cooperation
Department: Trade and Customs	**Location:** Nairobi, Kenya
Quality Assurance: Director Trade and Customs	

Job summary

The Programme Manager will support the Head EPA Facility and Customs in coordinating implementation of the EU funded EPA facility and Customs Cooperation whose overall objective is to to contribute to enabling sustainable and inclusive trade and investment in Africa. In addition, He/she will ensure the alignment of trade facilitation practices and goals to TMA's strategy and ensuring that trade facilitation is streamlined in all aspects of the relevant TMA's projects and interventions. He/she will ensure establishment of clear linkages of trade facilitation to organizational objectives at both the national and regional levels. The position will involve provision of technical and operational support to SADC EPA members; Botswana, Eswatini, Namibia, Lesotho, South Africa and Mozambique and other countries which include Ghana, Angola Kenya and Cote d'Ivoire in the implementation of trade facilitation initiatives such as but not limited to EPAs negotiation and implementation. The manager will provide technical and operational support on customs matters including customs management regulations (CMR), common tariff nomenclature (CTN) and tariffs. This will entail supporting domestication of tariff schedules, HS transposition, customs capacity building, simplification and harmonization of customs processes and procedures, rules of origin, common external tariffs and customs valuations at AfCFTA, regional economic communities and national customs administration authority levels among other customs issues. Other aspects of the position will involve supporting coordinating of TMA's implementation of trade facilitation and customs arrangements emerging from trade agreements such as the WTO TFA, AfCFTA, World Customs Organization, EAC Single Customs Territory, among others.

Roles and responsibilities

Customs Programme Management & Operations of the EPA facility and Customs Cooperation(60%)

- Support the Head of EPA Facility and Customs Cooperation to implement the customs cooperation component as per the prevailing Theory of Change and the EU signed DOA;
- Support the head of EPA facility and Customs Cooperation to manage TMA's component on customs cooperation at continental, regional and national levels;
- Provide technical leadership and management in the implementation of Customs Cooperation projects and interventions;
- Manage in collaboration with the Trade and Customs team the Innovations and Ideation of the next generation concepts in trade facilitation and customs; incubating them and translating them to implementable and practical solutions in addressing trade regulatory and policy challenges in the trade and business environment;
- Support TMA's research work related to trade facilitation programming and customs– providing insights to the results and impact of TMA programming in trade facilitation;
- Manage EPA facility Customs Cooperation projects programme delivery by ensuring good practice Project Cycle Management (PCM) in terms of project design, procurement, contract management, outcome/output-based planning, reporting and financial management, and results-oriented monitoring, learning and evaluation;

- In line with TMA strategy, manage the operational/implementation technical inputs and quality assurance on TMA's work on customs cooperation in general and with specific focus on HS transposition, rules of origin, common external tariffs and customs valuation, among others;
- Work closely with the Head of EPA facility and Customs Cooperation, Director, T&C, TMA regional and country offices by managing the support and operations of customs programmes to enhance implementation of regionally or globally agreed trade facilitation and customs agreements;
- Contribute and support policy analysis and research, to inform trade facilitation and customs measures as well as promote dialogue among TMA key stakeholders;
- Manage the exploration of potential new areas of engagement around trade facilitation, customs and regional integration that are in line with the TMA Strategic plan;
- Support domestication of customs management regulations and tariff schedules agreed at regional and continental level; and
- Support harmonization and simplification of customs processes and procedures at the regional and continental level;

Knowledge Management and lesson Learning

- Support the Head of EPA Facility and Customs Cooperation as well as the Director, T&C to manage trade facilitation and customs capacity development activities at regional and national level (e.g., managing Communities of Practice, training, coaching, information sessions), with partner organisations and for TMA staff.
- Manage the work with country and regional teams to provide technical advice and input on trade facilitation and customs, internally and/or with partners.
- Support the Head of EPA Facility and Customs Cooperation to manage a regular programme of topical seminars and talks for TMA staff on research findings, from key informants on trade facilitation, customs and other trade related issues.
- Support the Head of EPA Facility and Customs Cooperation to manage any training programs designed for trade negotiators, private sector and civil society stakeholders to better participate and execute agreements related to customs.
- Contribute to research and knowledge materials including flagship publications, policy and research studies, economic research papers and briefs related to customs.
- Through training and capacity building programmes, improve and deepen TMA staff and partner organisations' understanding of trade facilitation, customs and trade related facilitation issues.
- Manage teams in regular informal and formal reflection, knowledge sharing and learning events.

Strategy and Results

- Support the Head of EPA Facility and Customs Cooperation in working with Knowledge & Results to carry out trade data analysis to assess the impact of TMA support towards enhancing trade facilitation in the regions of EPA Facility and TMA operations.
- Use trade data and policy analysis to identify and draw linkages between trade facilitation, customs and infrastructure development programs with a view to informing operational options, enhancing effectiveness of TMA interventions and/or informing strategic decisions.

Communications

- In collaboration with the Communications team, provide material for publication, demonstrating results and good practice in TMA's work especially around flagship trade facilitation and customs projects.
- Provide information and data towards the preparation of reports and communication materials.

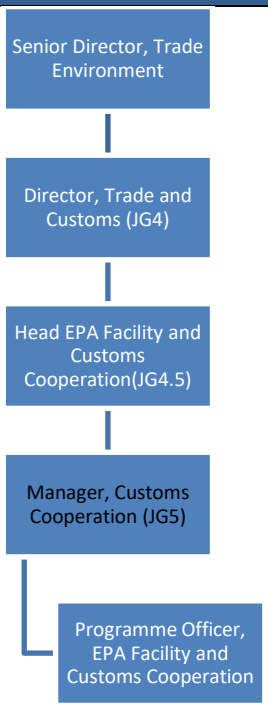
Partnerships.

- Manage strategic and general partnerships with key organizations, stakeholders and partners including national Government agencies and international and regional non-governmental, private sector and civil society organisations with a focus on trade facilitation and customs dialogue, trade capacity building and sharing of knowledge and best practices.
- Support the Head of EPA Facility and Customs Cooperation develop and maintain strong working relationships with the heads of Customs and Trade facilitation teams in Regional Economic Communities, particularly the AfCFTA, regional economic communities and other multilateral trade organizations such as WTO, WCO, UNCTAD, ITC and EIF as well as non-governmental trade organisations.
- Manage TMA's contributions and inputs to the Aid for Trade, work around post Bali WTO TFA. WCO revised Kyoto protocol and other trade related discussions at regional and global levels, working closely with all relevant Directors and teams across TMA and other EPA facility and Customs Cooperation implementing Partners.

Corporate Level Responsibilities

- Apply the highest standards of controls and risk management practices and behaviours 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 my role.
- 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.

Organisational positioning



Academic qualifications, technical knowledge and experience
• An undergraduate degree in the areas of Commerce, Economics, International Trade Policy, International Customs Law and Administration or Customs • experience in areas of Trade Policy or Customs/Trade Facilitation issues with 7 years working experience. • A master's degree in the areas of Commerce, Economics, International Trade Policy, International Customs Law and Administration or Customs with equivalent experience in areas of Trade Policy or Customs/Trade Facilitation issues. • At least ten (7) years' working experience at Supervisory or Managerial/ Senior level in Trade Policy/Customs/Trade Facilitation related issues; • Significant work experience with Regional Economic Communities, Customs administration authorities and work experience in an international multicultural environment; • Good understanding of the multilateral trading systems and their implication to regional integration. • A good understanding of trade facilitation and customs context under regional integration in East, West and Southern Africa as well as the AfCFTA. • Good understanding of the dynamics of trade facilitation and customs impacting trade at national, regional, continental and at the global levels. • Very good understanding of the multilateral trading systems and their implication for regional integration. • Significant knowledge of the trade and development needs of developing countries. • Good understanding of Customs and its related trade and transport interfaces. •
Additional/background information
TMA's intervention under the EPA Facility and Customs Cooperation will support eligible partner countries and regional groupings covered by existing EU–Africa trade and investment agreements and related arrangements to boost sustainable EU-Africa Trade and Investment by ensuring Africa partners' capacities to negotiate and implement EU-Africa trade and investment agreements are strengthened and the capacities of African partners negotiating or implementing EU-Africa trade and investment agreements to implement EU regulations and standards affecting EU-Africa trade and investment are supported. The main result aimed for by this Specific Objective is that country, regional, and continental actors have improved capacity to effectively design, manage, and implement economic agreements, such as EPAs, SIFAs, and CTIPs, in coherence with the continental economic integration process. Under customs cooperation the aim is to strengthen African Customs' efficiency and operationalisation which will ensure African partners' capacities to develop, implement and update tariff classification systems based on the Harmonised System (HS), including tariff infrastructure and work model, are enhanced; African partners' capacities to develop and implement competitive and streamlined rules of origin that allow them to accompany sustainable trade growth in regional value chains are boosted; and African partners' capacities to apply efficient customs valuation are strengthened. The main result aimed for by this Specific Objective is that country, regional, and continental actors have improved their customs capacity to implement international obligations, including under the AfCFTA and WCO frameworks, and deepen continental cooperation and harmonisation. This shall contribute to TMA's mission of Growing Africa's prosperity through trade.

Sign off		
Job holder	Signature:	Date:

Line Manager	Signature:	Date:
Counter-signing Quality Assuror	Signature:	Date: