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Asia Regional Social and Behavior Change Manager, USAID Clean Cities, Blue Ocean program

For over 50 years, The Manoff Group, Inc. (TMG), a woman-owned small business, has been an international leader in designing and assisting the implementation of social and behavior change programs that effectively promote less risky behaviors and constructive social change and allow populations to enjoy an improved quality of life and more egalitarian social relations. TMG’s innovative Behavior-centered Programming approach offers a practical methodology for realizing measurable and sustained behavior change for individuals, communities and organizations. Our methodology is based on co-creation principles to strategically build programs that enable people to practice behaviors and our approach to social and cultural change assists people to address structural and cultural issues to reduce harms to the environment and produce a better life for members of populations and participant groups. All project work is carried out in the spirit of collaborative learning and co-creation.

**DESCRIPTION**

The Manoff Group is a partner in the Clean Cities, Blue Ocean (CCBO) Program, a five-year contract from the U.S. Agency for International Development Bureau of Economic Growth, Education, and Environment’s Office of Land and Urban. CCBO is the Agency’s flagship program to respond to the global crisis of marine plastic pollution. The program was awarded to Tetra Tech in August, 2019. CCBO has four objectives: **Objective 1:** Promote reduce, reuse, recycle (3Rs) and strengthen local and regional markets for recycled plastics; **Objective 2:** Build social and behavior change (SBC) for 3Rs and sustainable solid waste management (SWM); **Objective 3:** Increase capacity and effective governance of SWM and recycling systems; and **Objective 4:** Support international fora, public-private partnerships, and multi-stakeholder alliances. Gender is a cross-cutting focus.

**SUMMARY**

The Asia Regional SBC Manager (Manager) will provide leadership for evidence-based SBC in the Philippines, Sri Lanka, Maldives, Vietnam, and Indonesia. The Manager will identify SBC needs and support evidence-based SBC programs for SWM/3Rs among CCBO grantees and local governments. Whenever feasible, the Manager will develop evidence-based CCBO city SBC plans, in collaboration with CCBO grantees and with the CCBO SBC and Gender Director and local CCBO SBC consultants or specialists when these exist, and will serve as the technical supervisor for such consultants or specialists.

The Asia Regional SBC Manager will have a strong foundation in SBC research, strategy development, and implementation, with at least 15 years of experience implementing SBC programs. The Manager will have an advanced degree in Communications other than mass media. S/he will be a demonstrated leader in SBC, as well as being able to work collaboratively with and mentor CCBO grantees, country SBC specialists/consultants—as these exist, and local governments. S/he will be familiar with SWM in the Philippines. The Manager will have experience with Trials of Improved Practices (TIPs) or be open to learning and mastering this approach. S/he will also be familiar with USAID regulations, and have experience both with NGOs and local or regional government. The Manager will be fluent in English and Tagalog/Filipino. The Manager will report to the CCBO Asia Regional Director as the daily supervisor and to the CCBO SBC and Gender Director for technical direction.

RESPONSIBILITIES:

**Technical assistance and capacity development:**

* Develop tools and processes, in collaboration with the CCBO SBC and Gender Director, to assess the SBC capacity of grantees and local governments
* Assess the SBC capacity of each grantee and provide SBC capacity development (training, coaching and mentoring) as required for successful completion of the grant
* Provide technical assistance tailored to each LGU, as requested by the LGU and Asia Regional Director
* Provide training on Trials of Improved Practices (TIPs), and/or other formative research methodologies as requested, with the approval of the SBC and Gender Director for all grantees engaging in SBC, when included in their project description
* Share copies of all grantee SBC research reports, including TIPs analysis tables and any other quantitative research tables, with the SBC and Gender Director
* Keep CCBO SBC and Gender Advisor apprised of activities, grantees’ needs, problems, etc.

**Social and Behavior Change strategy development:**

* Technically supervise CCBO SBC specialists or consultants in other Asian CCBO countries to work with grantees and local governments to identify SBC needs, including formative research needs.
* Train CCBO SBC specialists or consultants to conduct the formative research identified, including Trials of Improved Practices (TIPs)
* Assist grantees, when relevant, to develop an evidence-based SBC strategy
* When feasible, together with grantees and local government and in collaboration with the CCBO SBC and Gender Director, develop a research-based SBC strategy for each focal city that includes the SBC needs of all grantees and LGUs, as possible, and aims to further gender equality within the SWM sector
* When a city strategy has been developed, work with the CCBO regional office and grantees to hold a series of workshops to vet the SBC strategy with stakeholders in all grantee project areas to include relevant LGU members, other project representatives, all CCBO grantees, USAID, other relevant donors, members of relevant national government departments, and others as directed by CCBO
* As other SBC consultants join CCBO in other countries, maintain contact and share activities, strategies, and lessons learned

**Additional responsibilities:**

* Complete training on the CCBO approach to SBC
* Complete Trials of Improved Practices (TIPs) training, if not already experienced and qualified in TIPs
* Serve on grant review panels (RECs) for concept papers, project descriptions, etc. for CCBO Asian focal countries; ensure that formative research is included from the beginning for any prospective grantee proposing SBC work as part of their grant—formative research should include TIPs unless it is clear that such an approach is not needed
* Draft the SBC portion of yearly country workplans for each CCBO focal Asian country and contribute to other technical documents, as requested by the SBC and Gender Director
* Contribute very brief updates on SBC activities to biweekly updates
* Conduct yearly technical evaluations of each SBC specialist/consultant with recommendations for strengthening skills, as needed
* Help to identify SBC consultants, as requested by the SBC and Gender Director
* Prepare a brief monthly report on training/mentoring/coaching description for each grantee assisted that month and submit to the SBC and Gender Director
* Carry out other tasks as requested by the Asian Regional Director or CCBO SBC and Gender Director

COMPETENCIES:

* Experience overseeing technical quality of SBC activities for an organization or project
* Demonstrated knowledge of a variety of qualitative methods
* Responsibility for or having a major role in development and implementation of at least 2 SBC programs not based on campaigns
* Demonstrated leadership in SBC
* Experience working with at least one NGO as a consultant or staff member
* Experience working as a consultant to or member of regional or local government
* Familiarity with SWM/3Rs in the Philippines or another CCBO Asian focus country

QUALIFICATIONS:

* Philippine national, fluent in English and Tagalog/Filipino
* Resident in the Metro Manila area or willing to relocate there
* Master's degree in communications (not mass media) and 10 years working in SBC/communications or Bachelor's degree in Communications, Psychology or a Social Science and 15 years working in SBC/ communication
* At least 2 years of experience conducting formative research for SBC programs; knowledge of TIPs or readiness to learn the approach
* Must be open to learning and following the Clean Cities, Blue Ocean (CCBO) approach to SBC for 3Rs and solid waste management (SWM)
* Demonstrated experience working with USAID procedures and regulations
* Experience as an SBC trainer
* At least 2 years of experience in management with 1 year of experience in supervision

**Applications are due no later than May 18, 2021. To apply, please send your cover letter and CV to** **manoffgroup@manoffgroup.com** **with ‘Asia Regional SBC Manager, CCBO’ in the subject line.**

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