



### **Position: Africa Stakeholder Relations Specialist (West Africa-based)**

[IEEE](#), the world's largest technical professional organization, is hiring a Specialist of Stakeholder Relations for a 6 month contract through Dec. 2022 with possibility for a one-year renewal in 2023, for an initiative to roll out the [IEEE Continu>ED](#) continuing education pilot program in Ghana and Nigeria, to provide resources for practicing engineers and technical professionals in Africa. In cooperation with the initiative leadership and principal IEEE staff working on the project, the Africa Stakeholder Relations Specialist will be accountable for the coordination of interactions with the key African stakeholders in Ghana and Nigeria for the project, including local IEEE Section and chapter volunteers, industry and governmental employers of engineers, national professional engineering institutions, and continuing education certification organizations in each country. The candidate will also work with the Kenya-based East Africa Stakeholder Relations Specialist, who will assist with oversight and stakeholder introductions in the two countries.

#### **About the Continu>ED Project**

IEEE launched this initiative in January 2021 with the goal of making its continuing education resources affordable, accessible, and relevant for practicing engineers and technical professionals in countries served by the IEEE Region 8 Africa Council. A set of 18 current ILN course programs are being offered through industry and organization partners in Ghana, Kenya, Nigeria, Rwanda, Zambia and Uganda to collect feedback from their engineers that will inform next steps in the project and the development of new courses. The 18 courses cover content such as 5G Networks, Artificial Intelligence, Blockchain, Edge Computing, Smart Grid, Power System Safety.

This role will primarily grow institutional subscriptions of the IEEE Continu>ED offering.

#### **Key responsibilities**

- Develop clear understanding of and relationships within IEEE
  - Establish a comprehensive understanding of IEEE and the initiative's goals and objectives
  - Develop relationships with IEEE volunteers and staff
- Perform Business research and development
  - Perform high impact analysis to guide and execute targeted engagement with industrial and government employers of engineers and technical professionals
  - Identify potential customer and stakeholder needs and work with the project team to develop solutions to meet those needs

- Analyze pilot user feedback to recommend future planning activities
- Stakeholder relationship development and engagement. Note: Stakeholders include leadership of local IEEE Sections, African associations of engineering professionals, national engineering and engineering education regulators, African engineering Institutes, and relevant government ministries and departments.
  - Create discovery sessions with key stakeholders to identify issues, protocols for engagement
  - Guide the path for the project's success
  - Build, encourage, and maintain long-term relationships with key stakeholders
- Project management and execution
  - Guide, plan, and execute the implementation of plans and strategies, serving as the IEEE representative for the project in Ghana and Nigeria
  - Oversee new strategy progress and development
- Marketing and sales coordination
  - Pre-sales engagement for potential purchasers of the courses (Sales will be led by IEEE agents in Africa)
  - Collaborate with Marketing Agency in Africa to ensure wide market exposure and adoption
- Create and present detailed, progress reports for IEEE Project Oversight & Coordination Team

### **Required Skills**

- Strong project development understanding and experience
- Track record of success leading business development activities within Africa
- Excellent management skills
- Demonstrable skills in project and relationship management
- Ability to set goals and work independently
- Ability to interact and work with a wide range of stakeholders and project team members
- Proficiency with digital tools, social media, & office suites (Google/Microsoft)

### **Required Experience**

- 5+ years relevant experience in corporate development/engagement consulting or other relevant work experience with significant exposure to collaborating with many stakeholders
- 5+ years' experience in working with regulators and other government entities
- Knowledge of the areas of engineering, computing and technology relevant to the African context
- Experience working in a Business-to-Business environment, specifically in the corporate and government markets. Background in selling products to professional engineers is strongly preferred.
- University bachelor's degree, MS a plus
- Demonstrated success supporting all aspects of the project development process

- Strong written and oral communication skills, including the ability to confidently and concisely present project scope to stakeholders and recommendations

#### **Resources, Salary & Expenses**

- Half year full-time contract role could be renewed for year three of the project.
- Competitive compensation will be offered for the expected skills and experience.
- Pre-approved relevant expenses will be covered

#### **Other Particulars of Note**

- Candidate will be a contract position and consultant will not be an employee of IEEE
- Will require access to high-speed internet and an office environment (could be home based), IEEE does not have offices on the African continent
- Role will work with stakeholder within Africa and US Based IEEE employees, so it requires work in evening hours from time to time
- Position will require travel within Africa

**Interested applicants should send by email attachment: (i) a cover-letter briefly describing why the applicant is interested in the position and summarizing the applicant's relevant experience; (ii) a full resume; (iii) the names and contact information for three professional references (email and phone number, including country codes) by 20 May 2022 to:**

[AfricSpecialist@ieee.org](mailto:AfricSpecialist@ieee.org)

Inquiries can be sent to the same email address.