



# GETCARE FOUNDATION

## Job Opening — Project Director (Programs & Implementation)

Job Reference No.: GCF-PD-2026-01

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### About GetCare Foundation

GetCare Foundation is a mission-driven development organization working to strengthen food systems, restore degraded landscapes, and improve rural livelihoods through practical, scalable solutions.

The Foundation operates at the intersection of agriculture, environment, and economic development, supporting smallholder farmers and rural communities through training, technical services, market linkage, and ecosystem restoration programs.

Our work combines field implementation with knowledge creation — enabling communities not only to improve productivity and incomes, but also to steward land and natural resources sustainably.

Current initiatives include farmer advancement programs, environmental restoration projects, institutional technical services, and multi-stakeholder collaborations.

To support expanding programs and partnerships, GetCare Foundation is strengthening its professional team to ensure consistent quality delivery and long-term institutional sustainability.

### Position Title

Project Director

### Location

Ghana (with travel to project communities)

### Engagement Type

Part-time (initially), transitioning to full-time as programs expand

### Reports To

Executive Director

### Supervises

- Field Coordinators
- Field Officers & Community Facilitators
- Technical Trainers & Consultants



- Monitoring, Evaluation & Learning staff (functional supervision)

## **Role Summary**

The Project Director leads the execution of GetCare Foundation programs and ensures that projects are delivered effectively, on schedule, and to professional standards.

This role converts strategy into field reality by overseeing implementation planning, team coordination, delivery quality, and partner reporting across agricultural development programs, training contracts, and environmental restoration initiatives.

## **Key Responsibilities**

### **Program Planning & Execution**

- Translate approved project proposals into operational workplans and implementation schedules
- Coordinate field activities across project locations
- Ensure targets (beneficiaries, acreage, trainings, outputs) are met
- Manage implementation timelines and operational priorities
- Anticipate risks and adjust implementation strategies

### **Team Leadership & Supervision**

- Supervise field coordinators, officers, and trainers
- Assign responsibilities and monitor performance
- Ensure teams understand objectives and deliverables
- Maintain accountability across project staff
- Support real-time problem-solving

### **Delivery Quality Assurance**

- Verify training quality and technical accuracy
- Monitor community engagement effectiveness
- Conduct field visits and spot-checks
- Ensure adherence to standard operating procedures



- Maintain consistent program standards

### **Partner & Donor Reporting**

- Prepare implementation updates and progress reports
- Support proposal development with operational input
- Coordinate partner visits and inspections
- Ensure contractual deliverables are achieved

### **Operational Coordination**

- Work with Finance on budgeting and cost control
- Coordinate logistics with administration
- Align MEL data collection with activities
- Maintain organized documentation of activities

### **Performance Indicators**

Success in this role will be assessed by:

- Timely delivery of project activities
- Achievement of beneficiary and training targets
- Functional and independent field teams
- Reliable and complete reporting
- Positive partner feedback
- Reduced need for Executive Director operational involvement

### **Required Qualifications & Experience**

- At least bachelor's degree in Agriculture, Development Studies, Project Management or related field
- Minimum 5 years experience managing field-based programs
- Experience supervising teams
- Experience coordinating trainings or community programs



- Ability to manage multiple projects simultaneously

### **Skills & Competencies**

- Strong organizational and planning skills
- Practical problem-solving ability
- Leadership and team coordination
- Clear written and verbal communication
- Decision-making under uncertainty
- Professional accountability and reliability

### **Personal Attributes**

We are looking for someone who:

- Takes ownership rather than waiting for instructions
- Is comfortable working in evolving systems
- Balances structure with adaptability
- Respects communities and partners
- Values impact and professionalism

### **What Success Looks Like in the First 6 Months**

- Clear implementation schedules established
- Field teams operating with minimal supervision
- Reliable reporting systems in place
- Consistent activity delivery across locations
- Executive Director freed from daily operational coordination



## **Contract & Compensation**

This is a professional engagement with a monthly salary commensurate with experience and time commitment.

## **Application Deadline**

27<sup>th</sup> February, 2026

## **Expected Start Period**

Rolling — early qualified applicants may be engaged before the deadline.

## **How to Apply**

Please send the following to: [careers@getcarefoundation.org](mailto:careers@getcarefoundation.org)

Subject line: *Project Director Application – [Your Name]*

1. CV (max 4 pages)
2. One-page statement describing relevant experience managing field programs
3. Two professional referees

## **Selection Process**

Only shortlisted candidates will be contacted.

Shortlisted applicants will complete a short practical assessment and interview.

## **Equal Opportunity**

GetCare Foundation is an equal opportunity organization. We value competence, integrity, and commitment to impact.