

## **Job Position: Private Sector Engagement Specialist for Information and Communication Technologies (ICT)**

The Private Sector Engagement (PSE) Specialist for ICT position is designed for candidates who have extensive experience and knowledge of the Information and Communication Technology (ICT) sector and who have some experience in building partnerships with private sector companies. Experience in reforming university curricula to match labor market needs is highly desirable.

Under the general direction of the Chief of Party, the Private Sector Engagement Specialist for ICT will facilitate the partnerships between the ICT Sector and selected faculties in the partner Universities.

Additionally, this person will work closely with the Activity's Industry Relations Specialist to support private sector partners and stakeholders in Kosovo and Iowa in implementing and achieving Activity outcomes.

### **Duties and Responsibilities:**

The PSE Specialist for ICT will assist the Chief of Party (CoP) in developing and implementing Activity interventions with the following roles and responsibilities:

- Engage with ICT sector and selected Kosovo university faculties in developing and implementing interventions designed to further strengthen the partnership between the universities and the ICT companies.
- Implement the partnership agreements and memoranda of understanding (MoUs), between the ICT sector and university partners. Assure consistency and continuity across study programs at different universities to assure quality within the sector.
- Assess, engage, expand, and maintain relationships with ICT companies, industry leaders, and associations.
- Support ICT academic staff and university personnel in implementing industry-relevant guidance and directives.
- Provide design guidance and basic support for data systems utilized across platforms. Troubleshoot and problem solve emerging data alignment challenges in coordination with private sector and university personnel and the information systems they support, respectively.
- Support the development of Activity deliverables and contribute to monitoring and evaluation, as well as learning processes related to ICT sector engagement activities
- Oversee activities related to sub-awards and provide support to short-term consultants and advisors
- Provide technical leadership for the design and management of experimental learning activities and development of innovative partnerships between the private sector and partner universities.
- Support the CoP in planning, implementing, and monitoring of activities.
- Keep track of the Activity's operational performance and ensure funded activities are within assigned budgets, identify problems, and suggests corrective actions.

### **Minimum Qualifications:**

- M.A. or M.Sc. in relevant field (ICT, Data, Business Administration of Information Systems and 7 years of experience, or bachelor's degree and 10 years of experience designing capacity building and training for public/private institutions).
- Proven expertise in co-creating, implementing and monitoring private sector strengthening activities.
- Experience and skills working with relational database design and integration.
- Knowledge of ICT Sector, youth engagement, experiential learning and/or internship creation models with private sector stakeholders.
- Ability to cultivate effective working relationships with private sector actors, university leaders, government officials, civil society organizations, education/training institutions, implementing partners, international donors, and other stakeholders.
- Strong leadership and teamwork skills, especially when working in multi-disciplinary and multi-cultural teams.
- Strong organizational skills, able to manage multiple tasks simultaneously.
- English language fluency, with excellent oral and written communication skills.

### **Working hours**

The employee establishes an employment relationship on a full time schedule. The full time schedule shall be eight (8) hours per day, amounting to forty (40) hours per week.