

# Managing Director, Education Project Millennium Challenge Account-Belize (MCA-Belize)

## About MCA-Belize

The Government of Belize (GoB) and the Millennium Challenge Corporation (MCC) signed a US\$125M grant agreement on September 4, 2024. MCC is a U.S. government agency focused on assisting countries and is dedicated to good governance, economic freedom, and investing in people. The goal of the Compact is to reduce poverty through economic growth in Belize by implementing an Education project and an Energy Project. The Compact is expected to enter into force in 2026 and be implemented over five years. The Parliament of Belize established an independent executing agency called the Millennium Challenge Account - Belize (MCA-Belize) to undertake the rights, obligations, and responsibilities of the Government of Belize under the Compact. The MCA-Belize is located in Belize City.

## Managing Director, Education Project

### Position Objective

The Managing Director, Education Project leads the project, responsible for three main activities focusing on transforming teaching and learning in secondary education, improving access to and progression through secondary education, and training and transitioning to work. The Managing Director is the most senior representative of the MCA-Belize Education Project Team. The position also leads and communicates all key decisions regarding the final design and implementation of the three activities under the project.

In addition, the Managing Director builds collaborative relationships with project stakeholders and contract management, ensures the quality of goods and services received, and oversees the timeline and budget to ensure alignment with Compact requirements. The Managing Director oversees the MCA-Belize Education Project Team and directly supervises three director-level positions: Director of TVET, Director of Access to Secondary, Director of Quality of Secondary, and one Project Management Specialist.

### Compensation

The basic salary for this position is between \$11,232.00 and \$13,759.00 BZD per month. Qualified candidates will be offered the minimum of the pay band, with opportunities to advance within the pay band based on performance. In exceptional cases, a candidate may be placed above the minimum based on prior experience and salary history, in compliance with MCA HR Policy. MCA-Belize also provides comprehensive benefits.

### Responsibilities

The Managing Director for the Belize Education Project will be expected to carry out the following primary responsibilities:

- Support and advise the Executive Director of the Program on a range of issues, including the status and performance of Education Project activities, risks, impacts of risks, progress on milestones and monitoring indicators, timeline impact for all investment activities, budget updates, and their compliance with MCC requirements and applicable local standards.

- Represent the Education Project to project stakeholders (e.g., with national/local government counterparts, civil society, project beneficiaries, etc.) and expand MCA Belize's collaborative network into new partnerships.
- Manage the development and execution of appropriate implementation plans, including procurement plans, budgets, work plans, and design schedules.
- Provide input into the Belize Compact Monitoring and Evaluation Plan and the various Monitoring & Evaluation reports created for informing stakeholders on progress towards results.
- Build the program team by recruiting Program Directors and specialists and identifying technical resources (e.g., external consultants, MCC technical resources) aligned to the Education Project's programmatic and strategic needs.
- Build staff capacity by organizing training, professional development, and performance management.
- Provide recommendations to the Executive Director on appropriate recognition and staff retention.
- Manage the day-to-day work of the Directors and their supporting staff and coordinate with the Executive Director, the Director of Social Analysis, and the Director of Monitoring & Evaluation.
- Assist the Belize Education Project Team in making timely decisions, resolving conflicts or uncertainties, addressing issues and risks that arise during implementation, achieving milestones on time and within budget, and ensuring that Compact projects and activities deliver established results.
- Evaluate the Education Project's requirements and determine the appropriateness/relevance of project designs and develop strategies and frameworks.
- Allocate budgets and resources to ensure the MCA-Belize's ability to deliver.
- Lead the overall implementation of Compact investments for all three activities and sub-activities, ensuring the upholding of MCC and MCA-Belize standards.
- Meet with and provide regular updates to MCC's Project Lead for the Education Project, ensuring that the overall progress of the Compact is shared and that significant changes to project design, issues with resources, and collaborative relationships are communicated.
- Lead and coordinate MCA-Belize's efforts to execute key Compact reforms in coordination with officials at the highest levels in the relevant Government Ministries (particularly, the Ministry of Education), the private sector, and civil society.
- Arrange, prepare, and facilitate technical oversight missions for MCC's Project Lead for the Education Project.
- Lead the development of a collaborative, teamwork environment within the Education Project Team of MCA-Belize and with external stakeholders and implementing entities.
- Guide Education Project Directors and ensure a collaborative environment is established to facilitate cooperation, sharing of information, and shared accountability for the success of the Compact.
- Create a cohesive framework that integrates the project's technical and cross-cutting areas.
- Perform other tasks and responsibilities as requested by the Executive Director.

## Required Competencies

- A master's degree or other relevant advanced degree in education or a related field.
- A minimum of 10 years of experience leading large education projects, preferably in an international context, including experience developing and implementing significant policy reforms to improve education quality.

- Experience managing and overseeing contractors and supporting staff toward the successful completion of education activities.
- Experience in integrating social analysis and poverty reduction efforts into large education projects.
- Prior experience in inclusive stakeholder engagement processes.
- Extensive experience in project management.
- Experience managing teams of diverse experts (staff and consultants in various technical areas).
- Fluency and excellent written and verbal communication skills in English.

## Preferred Competencies

- Master's degree in educational leadership or teacher education.
- Experience working in Belize's education field.
- Project management certification.

## How to Apply

To submit applications, please email [hr@mcabelize.gov.bz](mailto:hr@mcabelize.gov.bz). The following documents should accompany your application:

1. Curriculum vitae containing detailed work experience.
2. Cover letter confirming interest and availability.
3. Soft copies of higher education and professional certificates, as applicable.

Applications can be submitted via email **with the subject: Vacancy - Managing Director, Education Project**, to the address above. The closing date for receiving applications is Friday, October 10, 2025.

Only **applications received through the email above will be considered**. Any application received through any other channels will not be considered. Only shortlisted applicants will be contacted for interviews.