



**SimSim-Participation Citoyenne**  
**Call for Candidates for the position of Executive Director**

SimSim-Participation Citoyenne (herein “SimSim”) is a non-partisan, independent association created under Moroccan law that seeks to use new technologies to enhance the ability of citizens to participate in the public decision making process. SimSim is currently implementing three different projects: Nouabook.ma; a platform for aiding citizens to communicate with and receive responses from members of Parliament, Article27; a program fostering access to information, and Innovation for Change-MENA Hub; a program to enhance citizen advocacy across the Middle East and North Africa.

We seek an Executive Director with vision, a deep understanding of Morocco’s political landscape, and a passion for harnessing technology and human agency to address enduring political development challenges. In this position, you will craft a strategic plan for the organization’s future, oversee implementation and measurement of that plan’s impact, and lead a young team to put that vision to the test. You will fortify SimSim’s reputation as a non-partisan organization and work with the organization’s Board to scale its programming and build upon its strong partnerships with Parliament, the media, and national and local associations country-wide. You will lead the organization in its mission to enable citizens’ voices to be heard by drawing on the values of compassion, integrity, and community.

**Application deadline: 13/03/2020**

**Primary Responsibilities:**

The Executive Director will report directly to SimSim’s Board of Directors. She/He will undertake the following responsibilities:

- Manage the implementation of all projects. Activities include: communication with MPs, partner organizations/groups and citizens; development and implementation of a social media and advertising strategy; oversight of the development, design and maintenance of websites; oversight of implementation of online and offline events, design and implementation of training programs; and monitoring and evaluation of program activities;
- Liaise with donors and ensure timely financial and narrative reporting and work collaboratively to ensure that SimSim’s impact and challenges are understood;
- Work with the Board of Directors to raise funds for the continuation of current programming and development of new programmatic areas;
- Oversee SimSim’s spending and financial compliance with all donor and Moroccan regulations and procedures, and ensure that SimSim meets budget targets;
- Manage human resources in coordination with the Board of Directors and mentor a staff of 6+ people, providing guidance on their day-to-day duties, including: media relations,



communications with stakeholders and partners, and planning for the project's activities and long-term goals;

- Represent SimSim in the media and at events, both in Morocco and abroad, and develop and maintain relationships with key partners in government, civil society, academia and the media;
- Liaise between the association, the Board of Directors and the Advisory Board, and help set the strategic direction of the organization in coordination with and the support of the former;
- Safeguard SimSim's identity and reputation as a non-partisan, independent association that aims to support citizen participation and government use of technology to enhance transparency, openness and accountability.

### **Qualifications Required**

- Bac + minimum 5 years of university training (Masters) in the areas of law, political science, international relations or related field.
- Minimum of 7 years of experience working in civil society, with international non-profit organizations, or international institutions, including experience managing donor-supported projects and a team of staff.
- Strong understanding of Moroccan political history and current scene and knowledge of international development space; an ability to craft new programs that meet SimSim's objectives of helping citizens to better participate in politics.
- Understanding of the main innovations in the field of civic technology and social media in aiding citizens to participate in the work of government, as well as familiarity with concepts of open government, e-government, open data, and open source and their status in the Moroccan context.
- Knowledge of the Moroccan parliament and political process.
- Excellent managerial, interpersonal, and networking skills and ability to conduct professional relationships in a multicultural environment, including with senior political officials, partnering organizations and local civil society actors.
- Proven capacity to meet program goals while managing financial and administrative responsibilities; experience in results-oriented program design, strategic planning, and program evaluation preferred;
- Strong oral and written abilities in Arabic, French, and English.
- Strong knowledge of Microsoft Office and Google Drive environments, email technology, and spreadsheets; willingness to try new technologies.
- Ability to travel (mostly within Morocco, but also abroad) and to work on weekends and holidays as needed.

**Place of Work:** Rabat- Hassan.



**Conditions and Benefits:**

- One-year CDD with the possibility of extension.
- Competitive salary.
- CNSS and AMO.
- Date of Commencement: April 2020.

**Application Procedures:** Interested candidates should send the documents listed below, before March, 13th 2020, with subject line "Exec. Dir. 2020" to the following email address: [job@simsim.ma](mailto:job@simsim.ma).

- A cover letter (lettre de motivation) in English;
- Updated CV;
- Contact information of 2 professional references.

Only people whose applications meet the required qualifications and profile will be considered.