

## **SENIOR OFFICER, AGRICULTURE DEVELOPMENT PROGRAMME – THE PHARO FOUNDATION, ASSOSA, ETHIOPIA**

### **Company overview**

The Pharo Foundation (“the Foundation”) is a privately funded entrepreneurial organisation that runs philanthropic programmes as well as for-profit social ventures. The Vision of the Foundation is an economically vibrant and inclusive Africa. The Mission is to achieve the Vision by investing in the human and physical capital of Africa, with a strong focus on job creation.

Established in 2011 as a UK based non-profit, the Foundation has since made a strategic shift to directly design and implement its own programmes to ensure greater engagement with communities, better results and increased accountability. The Foundation has carried out numerous projects in East Africa, with a focus on Ethiopia and Somaliland and has now established an office in Rwanda. The key strategic pillars for the philanthropic side of the Foundation are education, health, water and agriculture. At the end of 2019, the Foundation also started its Pharo Ventures franchise to prioritise sectors where the Foundation believes a real impact can be made by establishing self-sustaining businesses, which focus on job and economic value creation.

Headquartered in the UK (London), the Foundation has an operational head office in Kenya (Nairobi) with country offices in Ethiopia (Addis Ababa and Assosa), Somaliland (Hargeisa), Rwanda (Kigali) and further expansion plans in East Africa.

### **POSITION SUMMARY**

<b>JOB TITLE</b>	:	Senior Officer, Agriculture Development Programme
<b>LOCATION</b>	:	Assosa, Benishangul Gumuz Regional State (BGRS)
<b>CONTRACT TYPE</b>	:	Permanent
<b>REPORTING TO</b>	:	Agriculture Development Programme (ADP) Coordinator

### **FUNCTIONAL RELATIONSHIPS:**

Programme Coordinators, Finance and Administration Coordinator, Finance and Administration Manager - The Pharo Foundation, Addis Ababa Office.

### **DIRECT REPORTS:**

Community Facilitators

**DUTIES AND RESPONSIBILITIES:**

Through technical support and capacity building, the Agriculture Development Programme Senior Officer (ADPSO) will:

- Provide assistance and guidance to the senior leadership team in the development and implementation of Agriculture program.
- Assist the monitoring and evaluation of the programme.
- Assist with the preparation of Agriculture Program Detail Implementation Plan (DIP) in collaboration with the Coordinator.
- Provide assistance for the day-to-day activities of the programme areas and work closely with community facilitators and stakeholders.
- Collaborate and network with Kebele, Woreda and regional level government officials and any other relevant NGOs operating in the program area.
- Provide assistance in organising and facilitating capacity building training for programme participants/beneficiaries in partnership with Agriculture Research Center, Bureau of Agriculture and partners at zonal level in consultation with the Coordinator.
- Provide assistance in developing and suggesting innovative ways/approaches of executing project milestones.
- Ensure that an efficient system is in place to support all aspects of the program in compliance the Foundation's policies and procedures.
- Ensure that relevant development partners like local community members in identified zones, regions and Woreda officials participate in the project execution process as well as monitoring and evaluation of the project progress.
- Work and collaborate transparently and efficiently with all the support departments at all levels, follow up timely purchasing and distribution of the necessary agricultural inputs for project beneficiaries working with community facilitators.
- Provide assistance in developing tools necessary to track project progress and communicate regularly to all program teams and other stakeholders for effective project implementation.
- Perform overall food security and livelihood situation assessments, actively engage in project baseline surveys and other related activities as assigned by the Coordinator.
- Work with the Monitoring, Evaluation, and Learning team to manage the programme with particular emphasis on accountability and transparency.
- Lead in field learning activities and ensure that debriefing documentation and lessons learned are shared timeously with Project Coordinator.
- Assist in ensuring the prompt collection, analysis, and sharing of all project data, especially yield data and target participants lists, participant selection, site activity demonstration, and follow up of Field Technical Coordinator's operations in the programme kebeles.
- Participate at regional, zonal, and Woreda level meetings and workshops as would be related to this project and as assigned by the Coordinator. Conduct regular site visits to monitor the implementation of activities and give guidance to community facilitators and other implementers.
- Provide assistance in developing a network of contacts at the base level (NGOs, Government, and Research Centre) to allow smooth implementation of the project.
- Provide assistance in collecting, analysing, and disseminating project progress reports on time in consultation with partners, stakeholders, and other relevant sources of information.
- Coordinating with the Agriculture Program Coordinator, organise field days/experience sharing site visits for stakeholders to demonstrate best practices that will enable scaling up and implementation of improved agricultural technologies and new products.
- Collaborate with government organisations and other partners throughout the program implementation period in the program Woredas.
- Perform any other duties as assigned by the programme office and ADP coordinator.

### **REQUIRED QUALIFICATIONS AND SKILLS:**

- Minimum of master's degree in an agriculture agronomy, general agriculture, plant sciences, crop sciences and/or horticulture crop production and related field
- 8 - 10 years relevant work experience (or Bachelor's degree with 10 – 12 years' work experience of similar departments) in development project roles with a record of proven success in GAPs in agricultural production, livestock production and management skills preferably in NGO and NGO affiliated projects.
- At least three years of experience in project design and implementation in the international development field.
- Work experience in supporting small-holder farmers on agricultural practice in crop production and/or livestock management aspect

### **BEHAVIOURAL COMPETENCES:**

- Familiarity with the rural culture, social, and traditional contexts of the BGRS of Ethiopia.
- High level of commitment and self-motivation.
- Ability to perform under time pressure, be flexible, work independently, manage multiple tasks and work effectively to meet the goal set.
- Strong focus on delivering results.
- Good communicator and comfortable to work in a team environment.
- Understanding the humanitarian and social venture approach.
- Capable of "Thinking-out of the box", achieving quality results.
- Strong critical thinking, problem solving, coaching and mentoring skills.
- Gender and cultural diversity.
- Demonstrated ability of strong communication skills, both verbally and writing.
- A strong aptitude for organisational change, innovation, learning and team building.

### **APPLICATION PROCEDURE**

Review of complete applications will be on a rolling basis. In the event that we identify an outstanding early in the search process, we reserve the right to appoint before the deadline. For this reason, we encourage interested candidates to apply at the earliest possible time. Due to the high volume of applications, we regret that we will only be able to contact short-listed candidates.

Please send the information listed below, as a single PDF file, to the following email address:

**recruiting.et@pharofoundation.org**. Please indicate **"Application for Senior Officer Agriculture Development Programme"** in the email subject line.

1. A detailed CV and Covering Letter,
2. A 1,000-word essay on both of these:
  - a) What experience have you gained that makes you the most qualified candidate for the role?
  - b) What major challenges would you envisage in Agriculture Development Programme and how would you contribute to resolve these using your experience?
3. One-page list of five references with current addresses, phone numbers, and email contacts.