

JOB DESCRIPTION AND PERSON SPECIFICATION

Farm Africa, founded in 1985, is an international non-governmental organization working in Uganda, Ethiopia, Kenya and Tanzania. We drive agricultural and environmental change to improve lives. Our strategy has three pillars: agricultural expertise, management and preservation of ecosystems, and the power of business to drive prosperity. We believe Africa has the power to feed itself and are helping make this happen by establishing and spreading the best farming and forestry techniques so that poor farmers and herders have more food to feed their families and to sell. We help smallholders manage their natural resources sustainably so that they can withstand climate change challenges and shocks and ensure their families have enough food in the future as well as now. Farm Africa works in partnership with communities, government, local and international organizations, and the private sector to innovate, learn and share best practices for maximum impact of our projects.

JOB TITLE: Business Development Officer – Livestock for Livelihoods, Uganda

REPORTS TO: Project Coordinator - Livestock for Livelihoods, Uganda

DIRECT REPORTS: None

DUTY STATION: Moroto, Karamoja sub-region, (with regional and national travel)

DURATION & HOURS: Fixed-term, full-time contract ending 31st March 2022.

BACKGROUND

Farm Africa has the ambition to be the leading European NGO specialising in Agriculture, Natural Resource Management and Market Engagement. Farm Africa is mid-way through delivering our £5m Livestock for Livelihoods (L4L) programme in Uganda's Karamoja sub-region and Ethiopia's South Omo zone funded by the UK government (UK Aid)

Under this programme Farm Africa is working with local civil society, SMEs, cooperatives and farmer organisations to develop market systems that support livestock services and enterprises for 21,000 women, contributing to women's economic empowerment, reduced poverty and improved nutrition of women and children. The project is addressing market failures in animal health and breeding services to improve livestock productivity, building capacity and assets of herders, establishing trade and enterprise opportunities and improving household nutrition practices through behavioural change. It will also demonstrate how nutrition interventions can build on women's economic empowerment to contribute to both increased income and improved household nutrition.

PURPOSE OF THE ROLE

The Business Development Officer (BDO) will be responsible for building the business and commercial capacity of a wide range of stakeholders engaged in the L4L project. These stakeholders will include, amongst others, agrovets, community animal health workers (CAHWs), goat breeding associations, marketing associations and VSLAs.

The BDO will also be responsible for capacity building the wider field team on market-based approaches to development and business development, as well as ensuring best practices in these areas are integrated into all field activities.

In addition, the BDO will contribute to Monitoring, Evaluation & Learning (MEL) activities, particularly with regards to developing and disseminating record keeping tools for the different stakeholders engaged in business-focused activities.

KEY TASKS AND RESPONSIBILITIES

The key responsibilities of the **Project Business Development Officer** will be:

1. Delivery of markets and business-focused activities to a wider range of stakeholders in line with L4L project implementation plan:

- ✘ Ensure that business development (BD) related project activities are implemented and outputs achieved as planned and within the agreed budget including:
 - Delivery of BD training and ongoing BD support to agrovets and vets
 - Training agrovets to deliver training on private veterinary service provision to CAHWs, and supporting and facilitating the dissemination of training to CAHWs
 - Supporting the establishment of private sector buck breeding services, and in particular working with the supported PS breeding stations to build their business acumen and business management skills
 - Supporting the establishment of district-level community-led commercial goat breeding associations and delivery of business development training to them
 - Supporting the establishment of marketing associations and delivery of business development training to them
 - Delivery of business development and good governance training to VSLA members
- ✘ Ensure that Farm Africa Approaches to business development, access to finance and trade facilitation are used to guide high-quality delivery
- ✘ Ensure that business development and markets focused activities are aligned with, and mutually supportive of other interventions in the same areas
- ✘ Work with the Project Coordinator (PC) and the Project Accountant and Administrator (PA&A) to ensure all activities are planned and conducted according to the organization and the donor financial and procurement requirements and procedures.

2. Support project management and coordination

- ✘ Support the PC & PA&A with activity planning and budgeting as requested
- ✘ Keep abreast of business development activities being implemented by other partners operating in a similar intervention area and sharing this information with the PC and wider team as appropriate
- ✘ Proactively identify and monitor any risks to non-delivery and, where required, develop and implement action plans to address issues identified.
- ✘ Support the PC to identify and analyze the causes of spend variances to the budget and make recommendations on actions to be taken as required

3. Monitoring, evaluation and reporting

- ✘ Contribute to internal and external reporting, with a particular focus on collecting and collating information from enterprises, private sector actors and VSLAs supported by the project
- ✘ Regularly report on implementation learnings, and make recommendations on areas for improvement or changes in delivery strategy to the PC
- ✘ Contribute to the implementation of the Monitoring, Evaluation & Learning Plan (MLP) – and in particular support with developing data collection tools that will gather relevant data from the different enterprises engaged in the project.

- Contribute to quarterly internal progress reviews and annual project performance reviews and workshops
- Collect information for stories, case studies and lessons learnt on market linkages and business development

4. Play a key role in delivering the wider objectives of both the L4L programme, and Farm Africa’s work in Uganda.

- Participate in project team meetings and planning sessions as requested by the PC
- Work with AFRIL (implementing partner) to ensure collaboration between delivery of nutrition-focused and business development activities
- Support the wider L4L Uganda project delivery team to integrate market approaches within work plans and stakeholder engagements.
- Work in close collaboration with the BDO L4L Ethiopia Team – ensuring that knowledge, learnings and tools are shared across the two project locations
- Maintain regular and effective communications with the wider project team, Uganda Country Office and implementing partners.
- In consultation with the PC, act as an ambassador, promoting the project and the work of Farm Africa, including hosting visitors, speaking at workshops, conferences and meeting donors and other officials as and when required.
- Contribute to the development of relevant Farm Africa policies and strategies.

PERSON SPECIFICATION	
Essential	Desirable
Education, qualifications & other knowledge	
Bachelor’s degree or equivalent in a relevant subject such as Agricultural Economics, Rural Development, Business or Economics	Further relevant academic qualification in a relevant subject such as Agricultural Economics, Rural Development, Business or Economics
Detailed understanding of participatory community based project approaches, gender mainstreaming in development and economic opportunities	
Experience	
At least three years’ experience working for an INGO or agri-business	Experience of working within the livestock value chain and/or with veterinary service providers.
Experience in designing and conducting business development trainings for micro-enterprises or SMEs	Experience of working in Karamoja, or in a pastoral or agro-pastoral context.
Experience of providing mentoring and hands on business development support to informal enterprises and micro-businesses growth of businesses within the agriculture in rural areas	Experience of providing mentoring and hands on business development support to informal enterprises and micro-businesses <u>within the livestock or veterinary sectors</u>
Experience of developing record keeping tools for micro/small enterprises	Experience of conducting market assessments – ideally focusing on the livestock value chain and/or veterinary drugs and services

Essential	Desirable
Experience	
Experience of supporting the development and growth of VSLAs	Experience of delivering activities focusing on the economic empowerment of rural women
Experience of managing your own workload - including scheduling and planning project activities	Experience of designing or delivering interventions in a way that specifically encourage or maximise the participation of women
Experience of collection and collation of data for monitoring, evaluation and project reporting purposes	Experience of budget monitoring – and identifying and reporting on expenditure variances
Skills & abilities	
Ability to build strong relationships with stakeholders and communities based on trust and collaboration	Fluency in Karamojong
Excellent communication skills – with the ability to train and inspire a wide range of different stakeholders	
Excellent organisational skills – with the ability to effectively plan and manage your own work load	
Good Excel & Word skills – with the ability to create record keeping tools for use by SMEs	
Fluent written and spoken English	
Ability and willingness to travel widely and frequently both within and outside the Karamoja sub-region	
Willingness to ride a motorcycle in the field, with a valid riding permit.	

Our VALUES

Investing in smallholder farming is the number one way to combat poverty in rural Africa. Farm Africa is a leading NGO specialising in growing agriculture, protecting the environment and developing businesses in rural Africa.

EXPERT. Deep expertise and insightful evidence-based solutions are at the heart of everything Farm Africa does.

GROUNDDED. Positive change starts with Africa’s people, so our experts work closely with local communities, engaging them in every level of decision-making.

IMPACTFUL. We take a long-term view so we can deliver lasting changes for farmers and their families.

BOLD. We model innovative new approaches and are not afraid to challenge strategies that are failing.