

JOB DESCRIPTION AND PERSON SPECIFICATION

JOB TITLE: Community Development Officer (CDO)

REPORTS TO: Project Coordinator

NUMBER OF POSITIONS: 4

REPORTING TO POSTHOLDER: None

LOCATION: Woredas in Oromia National Regional State

- 1- Aleltu and Berek Woredas
- 2- Gedeb Assa and Dodola Woredas
- 3- Tiyo and Hetosa Woredas
- 4- Digelua Tijo and Limu Bilbilo Woredas

DURATION & HOURS: The one-year contract upon successful completion of a probation period of 60 working days with the possibility of extending the contract

PURPOSE OF THE ROLE

The role of the Community Development Officer is to provide technical leadership in crop production for the Building Resilient Wheat Value Chain and Empowering Smallholder Farmers in Oromia (BRES) project, as well as across Farm Africa's entire portfolio. This involves planning, implementation, monitoring, evaluation, and all other crop production-related activities in the operational districts where Farm Africa is actively operating.

The primary responsibility of the position holder will be to coordinate the planning and execution of project activities related to community development. This includes capacity-building training, facilitating input supply, organizing farmers' groups, promoting cluster farming, providing technical support to VSLAs, and offering guidance to government counterparts.

He/she ensures community engagement in the production of improved wheat varieties, as well as the promotion of processing and marketing efforts. In collaboration with the project coordinator, he/she fosters strong partnerships with government stakeholders, community members, CBOs, consortium partners, CSOs, private sectors, and other relevant partners in the project's operational areas.

KEY TASKS AND RESPONSIBILITIES

Key areas of responsibility are:

1. **Ensure timely project implementation at the Woreda level**
 - Work with the project team and government counterparts to achieve the project outputs/outcomes at his/her specific districts
 - Ensure adequate consultation and participation of Woreda and village/community level stakeholders ensuring active participation, particularly of women.

- ▼ Facilitate identification of training needs, prepare training materials, and deliver training, business plan development, and other services to CBOs and unions
- ▼ Conduct other duties as may be assigned by the Project Field Coordinator

2. Bring technical expertise to ensure high-quality project delivery

- ▼ Take part in the assessments and surveys of crop production-related activities used for project planning and management
- ▼ Provide market linkages by working closely with market/cooperative experts across the woredas
- ▼ Promote Climate-smart agricultural practices such as agroforestry, crop rotations, organic fertilizer application, SWC, improve farming practices and diversification where appropriate/within context;
- ▼ Facilitate producers' group formation to practice cluster farming that suits technology adoption
- ▼ Facilitate the planning, implementation, monitoring, review, and evaluation of the project activities
- ▼ Provide expertise and advice for community institutions on gender mainstreaming in project deliverables
- ▼ Identify and promote innovative approaches to achieve project objectives, and suited to the particular conditions and needs of diverse client groups in the operational areas;
- ▼ Assess and monitor all services regarding rate of return, unit costs, cost efficiency other relevant economic and financial methods, and standard agricultural economics.
- ▼ Support VSLA group formation so that increase access to finance with the major focus of women's engagement
- ▼ Capacitate smallholder farmers to minimize post-harvest losses through improved technology adoptions
- ▼ Capacitate farmers in practicing good agricultural practices (GAP) for increased production and productivity

3. Facilitate and coordinate community/institutional capacity-building activities

- ▼ Facilitating collaboration between government bodies and project teams, to meet the project's goals.
- ▼ Provide technical support to Woreda-level technical staff and government staff
- ▼ Organizes and coordinates capacity-building training and workshops for beneficiaries, consortium partners, CBOs, and private sectors on improved agronomic practices

4. Play an active role as a member of the project team and contribute to project management and coordination

- ▼ Participate in the need assessment, design, implementation, monitoring, and evaluation of project output and activities.
- ▼ Prepare and develop status reports as required by management.
- ▼ Ensure proper recording and documentation of best practices and success stories
- ▼ Ensure that the project is implemented according to its plan

- ▼ Monitor and document the project progress, lessons, good experience, and impact on rural communities.
- ▼ Identify and explore opportunities to improve project implementation and guarantee its sustainability
- ▼ Identify and explore opportunities to grow and expand the country project pipeline, both concerning the current project (e.g., potential scale-up opportunities, replication in other geographies/regions) or related to new project opportunities
- ▼ Pro-actively share information with other project and Farm Africa staff members to support Farm Africa's objectives
- ▼ Participate in broader Farm Africa meetings with other project staff members, as requested by the line manager.
- ▼ Participate in monthly activity and budget plan sessions which are commonly facilitated by the project coordination unit
- ▼ Provide strong support to the internal digital monitoring system of Farm Africa
- ▼ Support implementation of project activities in collaboration with consortium partners
- ▼ Represent Farm Africa in the assigned project implementation woredas

These essential functions do not encompass all duties to be performed. Employees may be required to carry out additional job-related tasks as needed. All responsibilities are subject to the establishment of performance goals or targets.

PERSON SPECIFICATION

<i>Essential</i>	<i>Desirable</i>
Education, Qualifications & Other Knowledge	
BSC/MSc in Plant Sciences, Agricultural Extension, General Agriculture, Agricultural Economics, and other related disciplines.	Training on agricultural extension system
Knowledge of the Agricultural development policy in Ethiopia	Knowledge of the crop/livestock development
Knowledge of gender and social inclusiveness	
Experience	
Minimum of four years of experience in livelihood, crop production	Previous NGO work experience in agricultural (crop production)

Practical experience in working on agricultural extension, crop production	
Experience in project planning, implementation monitoring, and evaluation	
Experience working in the area of value chain and economic strengthening of rural community	
Skills & Abilities	
Very good English language skills (written and spoken)	
Motorcycle driving skill	
Computer literacy, excellent record keeping and report writing	
Strong communication and interpersonal skills	
Good team-building skills and the ability to work in a multi-partner approach	
Budget and financial management, training needs assessment and training facilitation	
Willingness to reside in rural/marginal areas, ability to work with minimum supervision	
Strong sense of integrity and personal commitment to the goals and values of Farm Africa	
Good community-level facilitation and coordination skills	
Speaking English, Amharic, and Affan Oromo Languages	

Our Values

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

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

GROUNDLED: Our teams and partners work closely with local communities, engaging them in every level of decision-making.

IMPACTFUL: We deliver long-lasting change for farmers, their families, and the environments they live in.

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

Those who meet the above requirements should submit their short CV (maximum of 4 pages) and a cover letter (maximum 1 page) to <https://airtable.com/app8jUPyCbZDxTjkR/shrqU2DuqRA3DRct7> by **3 November 2024**

Only short-listed candidates will be contacted.

Farm Africa is an equal-opportunity employer and promotes gender equity. Canvassing will lead to automatic disqualification. Farm Africa does not charge a fee at any stage of the recruitment process. (E.g. Application, interview, meeting, processing, training or any other fee)