Position: **Food Security and Livelihood (FSL) Officer**

Department: **Programs**

Reports to: **(Deputy) Program Manager/Field Coordinator**

Location: **Action Against Hunger USA, Adjumani/ Nakivale/Kyangwali Bases**

Salary Grade:

Last updated: **1st December 2022**

Action Against Hunger leads the global movement to end hunger. We innovate solutions, advocate for change, and reach 24 million people every year with proven hunger prevention and treatment programs. As a nonprofit that works across 50 countries, our 8,300 dedicated staff members partner with communities to address the root causes of hunger, including climate change, conflict, inequity, and emergencies. We strive to create a world free from hunger, for everyone, for good.

Action Against Hunger USA is part of the Action Against Hunger International network. As an independent NGO, Action Against Hunger USA currently manages operations in 8 countries: Kenya, South Sudan, Somalia, Tanzania, Uganda, Ethiopia, Zambia and Haiti. Action Against Hunger-USA has over $100 million in programs, and approximately 1,800 permanent staff based in New York City, Washington D.C, Nairobi, and country offices. Additional growth is anticipated.

1. **Job Summary**

**Purpose**:

Under the supervision of the (Deputy) Program Manager the Food Security and Livelihoods (FSL) Officer is responsible for the daily technical planning, implementation, supervision, monitoring, and reporting of food security activities, and for ensuring proper coordination with stake holders.

**Engagement**:

* FSL Extension Workers: Supervisees
* (Deputy) Program Manager: Direct line manager
* FSLR Coordinator: Technical Supervisor
* OLUM Groups
* Block farming groups
* Farmers association

**Delivery:**

1. **Essential Job Duties**

## **Provide technical support to the implementation of FSL interventions (50%)**

* + Technically support planning and implementation of FSL interventions i.e. agricultural livelihoods, business and skills development, financial inclusion and environmental protection.
  + Actively promote value chain development of selected enterprises through provision of productive assets, technical trainings, value addition and market linkages.
  + Ensure the coherence & linkage of the different program activities ranging from health seeking, nutrition support, FSL support, business development & linkage.
  + Ensure active participation of the various categories of beneficiaries in project interventions.
  + Implement all the planned field based activities in respective areas of project implementation in planned time and coherent manner.
  + Support the PM to identify key stakeholders involved in the value chain and conduct discussions with them to identify area of supports to develop linkages and collaborative way of working.
  + Coordinate relevant stakeholders and service providers to deliver trainings to project beneficiaries such as financial literacy trainings, agriculture loans, inputs, quality control and management, etc.
  + Conduct market studies and advise on best implementation strategies that would ensure that targeted farmers and farmer groups have profitable agribusiness ventures.

## Develop a sustainable marketing structure, including an umbrella commodity marketing associations to enhance market access

## Support teams prepare weekly and monthly individual work plans and submit to the team with clear deliverables and targets.

## **Build the capacity of FSL Extension Workers to effectively implement FSL activities (30%)**

* Conduct detailed induction and orientation of new staff under your supervision ensuring that all relevant documents and tools of work are shared with new staff
* Identify training needs and build capacity of FSL Extension workers in all key technical programme aspects (OLUM, Block farming, Agroforestry, Farmer field schools, Soil & water conservation, business skills development, enterprise development, VSLA Methodology.
* Provide capacity development training and support to the key stakeholders & project staff to effectively mobilize and deliver agri-business development services to beneficiaries (social mobilizing, identification of interest groups, business planning, and strengthening market linkages).
* Develop training manuals per thematic area, and Participate in the training of beneficiaries, staff & stakeholders per the project requirements.
* Train the groups on business planning and develop bankable business plans for all farmer groups and individual replicators as well as recommend relevant improvements in the agri-business enterprises that would enable the groups realize better returns on their investments.
* In liaison with the PM organise and supervise all project capacity development activities i.e. trainings for facilitators, Lead mothers/demo site leaders/household care group members.
* Ensure that staff under your supervision are effectively prepared and supported to deliver their tasks and perform to expectation.

## **Assessments, monitoring and reporting (15%)**

* Participate in beneficiary profiling, beneficiary registration, and base line-end line assessments in FSL activities through technical review and guidance on data collection tools.
* Participate in all project review assessments, surveys and studies and ensure these are conducted as per protocol.
* Document and compile reports on project activities including Monthly & Quarterly donor reports, internal reports (Project Activity Reports (APRs) and activity reports (meetings, and any other activity).
* Support the establishment of a database for all project activities to regularly monitor and evaluate their activities.
* Take leadership in reporting on project progress, success stories and lessons learned during project implementation.
* Conduct trend of food security and nutrition analyses of the refugee and host community and give recommendations on how Action Against Hunger can better position itself.

1. **Coordination and representation (5 %)**

* Participate in appropriate multi-district activities related to FSL for example; field days, workshops, seminars, agricultural shows, and field monitoring visits.
* Ensure that stakeholders are sensitized on program accountability and have information on beneficiary feedback mechanism.
* Work closely with relevant district departments (Production, Animal production, Operation Wealth Creation & Natural resources) and NARO to share relevant information.
* Participate in internal and external meetings as per the PM guidance
* Coordinate with other sections of Action Against Hunger and all other stakeholders in the response.
* Attend donor meetings and field visits as required.
* Deliver diligently in any other duties as assigned from time to time

**III. Supervisory Responsibilities**

Provide technical supervision to EFSL Extension Workers

**IV. Fiscal Responsibility**

N/A

**V. Physical Demands**

* While performing the duties of this job, the employee is required to sit for long periods and to concentrate on work, including typing, and turn out heavy volumes of work accurately, within short time frames under stressful situations in the context of a moderately noisy office with interruptions.
* To travel to the field, the employee must attest to a level of physical fitness capable of enduring physically difficult, highly stressful situations which may include the necessity to walk long distances, to eat a limited diet and/or to reside in potentially uncomfortable housing or tents.
* The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**VI. Working Conditions, Travel and Environment**

* The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as required by contact with the missions, mission security, or other obligations.
* Must be able to travel as required for standard domestic and international business travel as well as to the missions if appropriate. While visiting the field, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well is to infectious diseases.

**VII. Gender Equality Commitments & Zero Tolerance to Abuse**

* Foster an environment that reinforces values of people of all genders equal access to information.
* Provide a work environment where people of all genders must be evaluated and promoted based on their skills and performance.
* Promote a safe, secure, and respectful environment for all stakeholders, particularly for children, beneficiaries, and members of staff.
* Help to prevent any type of abuse including workplace harassment and sexual abuse and exploitation.
* Respect beneficiaries’ women, men, children (boys and girls) regardless of gender, sex orientation, disability, religion, race, color, ancestry, national origin, age, or marital status.
* Value and respect all cultures.

**VIII. Required Qualifications**

* Bachelor degree (honors) in Agricultural sciences, business economics or any other relevant field with at **least 4** years’ continuous experience implementing food security and livelihoods related activities.

**IX. Required Skills & Experience**

* Previous work with a busy multi-sectoral setting in a refugee setting is an asset
* Knowledge and practical experience in value chain development.
* Knowledge and practical experience in public private partnerships.
* Previous work experience with farmer organizations.
* Capacity building of organizations and individuals
* Participatory training methodologies
* Network of private sector contacts
* Strong presentation skills with mastery of Power point, Excel, MS word
* Strong communication skills (written and oral) in English
* Ability to exercise sound judgment and make decisions independently
* Team player, extremely flexible with the ability to cope with stressful situations
* Excellent reporting skills with good oral and written communication skills
* Knowledge of the local language is an added advantage
* Culturally sensitive
* Ability to ride a motorcycle and possession of a valid riding permit

Action Against Hunger-USA provides all staff with an attractive salary & benefits package. We provide equal employment opportunities (EEO) to all employees & qualified applicants for employment without regard to race, color, religion, gender, ancestry, sexual orientation, national origin, age, handicap, disability, marital status, or status as a veteran. Action Against Hunger-USA complies with all applicable laws governing nondiscrimination in employment.