

VACANCY ADVERTISEMENT

Job Description Cooperative Development Officer - AMVAT Project

Fondation Caritas Luxembourg (FCL) is an international non-government organization active across 11 countries. In South Sudan, FCL implements Food Security and Livelihood, Nutrition, Health, WASH and Humanitarian Aid projects in Central and Eastern Equatoria States.

FCL is currently searching for experienced personnel in Cooperative capacity building to implement Agricultural Markets, Value Addition and Trade development Project (AMVAT) in Eastern Equatoria. The duty station is Caritas Luxembourg Palotaka Field Office, Magwi County, Eastern Equatoria, with frequent visits to the project sites. Interested applicants are requested to submit their CVs (maximum 3 pages), academic documents, nationality Identity card and cover letter to recruitment@caritasluxssd.lu latest 18th June 2024. Female candidates are highly encouraged to apply.

Scope of work

The scope of work is “Capacity building of Cooperative societies, ToTs, farmer groups, VSLA groups and Aggregation Business centres in the Context of the FAO-Funded AMVAT Project in Magwi, Eastern Equatoria”. The Cooperative Development Officer considered as a key staff for this project, must be able to oversee the field team under this project and shall work closely with the Agronomist/Agriculture Officer in the implementation of the project activities as per the detailed project documents such as the logical framework, rationale, budgets and donor agreement..The project duration is 12 months and this role is expected to be filled latest 1st July 2024.

Role and responsibilities

Project implementation

- Manage the identification of the capacity needs of the cooperatives/farmers supported by the project.
- Collect weekly market price data and reports.
- Initiate the project through conducting meetings with key project stakeholders, community, members and accountability to the affected population committee members (AAP).
- Participate in the identification and registration of new farmer groups and cooperative societies under the project.
- Conduct assessment of new cooperative societies for selection under the project and support formation and registration of new cooperative societies.
- Organise and participate in the production of radio programmes and other awareness activities
- Provide technical support in reviewing and designing training modules.
- Prepare and organise project activities such as trainings, strengthening capacity of farmers' organizations, awareness campaigns on youth and gender issues.
- Plan for project's day-to-day activities as indicated in the projects documents as assigned by the Head of Palotaka Office and/or Program Coordinator/Head of Mission.
- Keep all files and documents of the organisation for the field activities to be used for reporting.
- Mobilize and inform the community/cooperatives incase of any training or activity to be conducted.
- Implement proper documentation of project activities including data collection , analysis and proper storage.

Capacity building

- Oversee the mapping and assessment of farmers need and provide solutions to fill the gaps.
- Develop a capacity building plan based on the analysis of the needs assessment and discussion with the local authority.
- Provide feedback to the manager on how to best support the local communities capacity building process.
- Promote strong linkages and exchange with other FCL projects engaged to ensure the sharing of best practices and expertise.
- Promote a knowledge sharing and learning culture to the community of the area of project implementation.
- Develop and adapt training materials(handout, presentation, etc.) and tools to monitor effectiveness of trainings, including posters.

- Support cooperatives and farmer groups in Value addition training and market linkages for their produces and processed products.
- Trains farmer producer groups on farming as a business, good leadership and governance, financial literacy and VSLA.
- Train ToTs on farming as a business, good leadership and governance, financial literacy and VSLA and provides regular backstopping to them to enable them effectively train members of their farmer groups
- Support cooperative societies and Aggreagtion Business centers in the development of viable business plans , its implementaion and development of by-laws for cooperatives.
- Provide regular backstopping to cooperative societies in the areas of governance and leadership, financial management and etc.
- Train VSLA group members , regularly monitor them and report on the progress of their saving activities.

Monitoring and Evaluation

- Produce, analyze and submit the weekly, monthly, quartely and annual reports submission as required.
- Ensure the quality and accuracy of every reports provided by the extension workers and the Cooperatives.
- Capture and documentbest practices and lessons learnt as to asses the project performance that will ultimately feedback into the new programming cycle.
- Collect informations/complaints of the farmers and provide the feedback. Ensure the learning in the complaint will be part of organizational learning.

Note: Roles and reponsibilities mentioned above are not exhuaeative for this position.

Functional relationship

- Reports to the Head of Palotaka Office and Program Coordinator. This key position will receive direct coaching and mentoring from Program Coordinator and Head of Mission. Collaborates with staff under other projects and staff within the project.
- Supervise the extension agents and the Cooperative activities.

Candidate profile and experience required	
<ul style="list-style-type: none"> • At least a Bachelor degree in agriculture sciences, Commerce, Agribusiness, Agricultural entrepreneurship and farm management , Cooperative and rural development Studies , Agriculture and Extension and Agricultural Economics . • Good knowledge on Cooperative formation and management, agriculture principles, methods and practices, Business plan development, Agricultural Marketing , Agribusiness and financial literacy trainings • At least 3 years of proven experience in project management specifically, food security project implementation , Cooperative capacity development trainings and management • Proven competencies in farmer groups training and extension services delivery • Experience in participatory fieldwork methodologies with high sense of accountability and transparency • Excellent knowledge of project location areas (agriculture parctices, seasons, suitable seed varieties, cultural habits, cooperatives and farmers groups) • Strong ability in team building and good management, planning and organization skills • Highly personable, community-oriented, flexible, patient and adaptable to a changing environment. • Capacity to work under stressful conditions or in conflict-affected zones. • Prepared to work and live in a challenging and remote location. • Strong ability to write quality project reports and success stories. • This is a locally recruited position and strictly for South Sudanese citizens only that lives near Palotaka Office of FCL as no staff accommodation will be provided. 	
Languages	
<p>English : Excellent English writing and verbal communication Other languages : Fluency in a local language Acholi</p>	
IT competencies	<input type="checkbox"/> Word <input type="checkbox"/> Excel Other: Good Knowlegde of Office software package

