



VACANCY ADVERTISEMENT

For Somali Nationals Only

World Vision is an International Relief and Development organization, whose goal is to achieve long-lasting benefits in the quality of life for vulnerable children and their families, displaced persons and communities. The Somalia program wishes to invite applications from highly competent dynamic, self driven and results oriented Somali National to fill the following vacancy. The successful candidate will be based in **Jariban District**.

Project Officer-II-Voucher.

Major Responsibilities:

Programme Implementation

- a) Coordinate implementation of agriculture and other livelihood activities within the scope of the project.
- b) Be involved in community mobilization, targeting and monitor movement and distribution of agriculture inputs & Cash For Work (CFW)
- c) In consultation with project officer and extension staff, organize and draw work plans
- d) Where possible in liaison with the project officer link extension services to other existing institutions and organizations such as those responsible for providing credit, technology packages, marketing facilities
- e) Maintain all documentation relating directly to CfW activities required to ensure accountability to the donor, particularly where labor is concerned.
- f) Complete any required monitoring as outlined by the Project Officer.
- g) On-site supervision and reporting
- h) Ensure beneficiary attendance register are up to date
- i) Work norms are followed to the details, and foremen are conversant with them.
- j) Weekly reports on the infrastructure are shared with the documentation officer/project manager

Effective Resource Management

- a) Prepare and submit cash request to facilitate field activities.
- b) Ensure value for money in regards to all transaction involving World Vision resources
- c) Proper records of all WV assets in the zone.

Effective Monitoring and Evaluation

- a) Conduct surveys, assessments to continually identify agricultural/livelihood gaps and needs in the district.
- b) Conduct regular field visits to project site and update the project officer/ manager with the progress of project activities in the field using relevant tools.
- c) Prepare regular and comprehensive project progressive monthly reports.
- d) Participate in Programme evaluation
- e) Weekly On site monitoring and reporting of VFW activities progress and challenges

Capacity building and Staff Development

- a) Identify training and development needs of extension workers make recommendations to project officer
- b) Facilitate relevant trainings to the target beneficiaries

Staff supervision

- a) Supervise project assistants (extension staff) including: determining workload, delegating assignments and monitoring performance then provide recommendations to project officer.

Coordination and visibility

- a) Attend all project related meetings with partners and stakeholders in the field
- b) Collaborate with extension workers and other staff to enhance integration with other sectors
- c) Represent World Vision at field level with local government officials and other agencies as delegated by the project officer

Any other business

- a) Perform other duties as required or assigned which are reasonably within the scope of the duties enumerated above

Other Competencies/Attributes:

- Demonstrates well-developed interpersonal skills, excellent communication skills, both verbal and written, as well as negotiation skills
- Must adhere to set security standards
- Ensure a gender perspective in the scope of work
- Perform other duties as required.

Qualifications: Education/Knowledge/Technical Skills and Experience

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

- **Educational level required:** Bachelor's in Agriculture, Environment, Development studies, Economics.
- **Technical Training qualifications required:** Diploma in Community Development /Agriculture or other related field
- **Experience:** minimum 2 years; Prior experience in a cash programming-voucher officer position, with good understanding on principles of extension education, cash programming Proven problem solving and decision making skills
- **Other...** experience working on community & community mobilization skills.

Working Environment / Conditions:

- *Work environment:* Office-based with frequent travel to the field
- *%Travel:* 50 Domestic and field sites supervision travel is required.
- *On call:* Immediately

Interested and qualified candidates should log on to; <https://careers.wvi.org/jobs/somalia/food-security-and-livelihood/project-officer-ii-voucher/7563> for detailed requirements and qualifications for the above jobs.

All applications should be received by 31st May, 2017. Only shortlisted candidates will be contacted.