



MVIWATA MANYARA

Mtandao wa Vikundi vya Wakulima wa Manyara
(Farmers' Groups Network in Manyara Region)
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EMPLOYMENT OPPORTUNITY

PROGRAM OFFICER

MVIWATA (*Mtandao wa Vikundi vya Wakulima Tanzania* literally means Network of Small Scale farmers' groups in Tanzania) is a membership organization of small scale farmers (crop growers and livestock keepers). MVIWATA Manyara is a middle level network of MVIWATA. It started in 2006 by the farmers and the coordination office in Babati town was established in 2008 with support from Trias Tanzania (a Belgian NGO). Now, it works in five districts of Manyara region namely Babati, Hanang, Kiteto, Simanjiro and Mbulu with 48 Local Networks, 281 Producer Groups and 5666 group members.

Currently, MVIWATA Manyara implements Building assets (Empowerment of Family Farmers) Program. This program wants to support family farmers especially women and youth to become part of economic growth by linking them to potential sectors and value chains and by helping them to acquire and build assets. We will do this at the individual level (building of financial assets but also assets in the form of skills and self-confidence) as well as on the organisational level (by making their organisation stronger and more sustainable).

The chains we selected are organised around three areas of Mbulu district (Bashay and Dongobesh) and Hanang district (Endasak/Endagaw) that are connected to the trans-Africa highway, connecting Tanzania with Kenya. We want the farmers to become better integrated in the East-African market. Especially the value chains of onions and garlic have a regional outreach.

Therefore, MVIWATA Manyara seeks a talented, outgoing, self-motivated and experienced Program Officer to play a significant role in execution of the program.

Key Responsibilities:

The Program Officer will work closely with MVIWATA Manyara Coordinator to Supervising work execution; Providing resolution for problems; Maintaining programme schedules; Planning & Reporting on project status; Managing project team; Accounting for project cost, time and budget; and Mitigating programme risks. More specifically, the Program Officer will:

- To be the assistant to the Coordinator on project proposal preparation; planning and reporting
- To plan and supervise the implementation of organizational programs
- To monitor activities of the farmers groups and the local networks.
- To advise the Coordinator on all matters related to organization and its programs.
- To ensure that small scale farmers are linked to reliable markets
- To identify value chain challenges and facilitate identification of appropriate solutions
- Support value chain analysis
- Provide information to the membership concerning the credit scheme
- Make credit decisions in a timely fashion to meet member needs

- Assist management in drafting written procedures that clearly state how each step of the lending process is performed
- Advise and make suggestions to the Coordinator concerning changes to any matter related to credit management
- Evaluate the credit scheme's lending performance annually and compare it to past periods by reviewing a breakdown of the number and amount of loans outstanding by purpose and collateral, total number and amount of loans approved and declined, the total number of borrowers, the ratio of borrowers to members, the average loan size, the delinquent loan to total loan ratio, the net charge off/average loan ratio and the amount of delinquent and charged off loan granted
- To organize and prepare training programs and schedules within the network.
- To organize and prepare membership recruitment activities including preparation of promotion materials and motivation for farmers/members.
- Ensure that monitoring and evaluation of projects is executed accordingly including management of information and membership database
- To help the groups and networks to prepare the long term and sustainable plans and to make follow up and implementation of the plans.
- To discuss with and give reports to the groups and networks on results of different technical trials and experiences on different institutions and other people in the village and distribute the results to more farmers.
- Produce quarterly, mid and annual program's progress reports and ensure timely delivery of the same to the management, Steering Committee and funding partner.
- Ensure functioning of a strong, effective and coordinated Program's technical team.
- Ensure effective networking and linkages of MVIWATA member groups and development actors.
- Perform any other appropriate duties as may be assigned by MVIWATA Manyara Coordinator.

Qualifications:

We are seeking an individual with direct experience in successful project management and working with farmers' organizations with relevant graduate – level education and experience. Understanding of agricultural and agribusiness sector will be critical. In addition, the general qualifications for this position are:

- Undergraduate degree or higher in business administration, agribusiness, economics, credit management/microfinance with equivalent work experience
- At least three years' experience working at senior level on program management, marketing and/or credit management , in particular experience working with farmers and members of the agricultural community and understanding of the Tanzanian commodity agricultural value chain, including key actors and incentives is a plus
- Excellent written and oral communication skills in both Kiswahili and English and the ability to work with colleagues and partners of varied backgrounds and experience
- Strong analytical skills and experience in performing rigorous analysis in support of highly visible work
- Sense of humour and strong interpersonal skills
- Ability to adapt quickly to new situations and changing demands
- An ability to work both independently and as a member of small team in a fast-paced, dynamic and creative environment

- Excellent project proposal; planning and reporting skills
- Excellent advocacy; leadership and supervisor skills.

NOTE: Regular travel between project locations required

Remuneration

MVIWATA Manyara offers a competitive and negotiable remuneration based on qualification and experiences established according to MVIWATA Manyara framework.

Engagement

The successful candidate will be employed for a two years contract with possibility for extension based on performance appraisal to be carried out annually. Successful candidate should be read to start working by mid July 2015.

Application procedures

If you consider yourself qualifying for this position, apply with confidence by only sending your CV that is not more than three pages and motivation letter not exceeding one page by **e-mail** to:

CHAIRPERSON

Recruitment Committee

E-mail: manyara@mviwata.org

The deadline for application will be on **24th June 2015**. Only short-listed candidates will be contacted and if you do not hear from us by 26th June 2015, consider yourself unsuccessful. No telephone calls that will be accepted and entertained from applicants. Interviews will be organised in the 1st week of July 2015.