

Various vacancies: International Rescue Committee

Location: Harare with frequent visits to the field
Duration: 5 Years
Deadline: Ongoing/Rolling Application with no set deadline

Positions Overview:

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and is at work in over 40 countries. The IRC has been working in Zimbabwe since 2008 implementing programs in Economic Recovery and Development, Health, WASH, GBV and Capacity Building. The IRC's Economic Recovery and Development work in Zimbabwe has assisted thousands of smallholder farmers with training, market linkages and access to inputs and finance

In anticipation of a multi-year livelihoods and food security program, the IRC is seeking experienced professionals to lead the program's different portfolios. The program is expected to address rural livelihoods, agriculture and natural resource management. This will include support to rural farming and smallholder farmers in Zimbabwe to better land use regimes, improve yields, sustainably increase incomes, reduce malnutrition, develop inclusive business models and strengthen private sector partnerships.

Zimbabweans and qualified female candidates are strongly encouraged to apply.

These positions are contingent on the IRC being awarded funding.

(1) Team Leader – Rural Livelihoods/Agriculture

The IRC is seeking to engage an experienced professional to lead a multi-sectoral program team. The ideal candidate will have demonstrated experience in successfully leading large and complex programs, delivering results, managing cross-functional teams and effectively managing budgets. The Team Leader will implement and manage the program activities, ensure quality and effective implementation and achievement of program objectives, and liaise with key stakeholders. The Team Leader will coordinate with senior management in the country program.

Major Responsibilities:

- Directly responsible for management of the program to support agriculture, rural development, livelihoods and food security in several districts in Zimbabwe;
- Provide leadership and direction to the program team and partners, promoting innovation and adoption of best practices;
- Ensure quality implementation of the program, with particular attention to Value for Money (VfM);
- Prepare, in coordination with key project staff, strategic workplans with clear objectives and achievement benchmarks, long-term and short-term priorities, implementation plans, financial projections and tools for evaluation;
- Provide financial and technical management to ensure the best use of resources by preparing sound budgets, monitoring project expenses and ensuring timely submission of financial reports;
- Manage external relations by representing the project and the organization in the public and ensuring the distribution of information about project achievements and lessons learned;
- Support project staff by creating and maintaining a work environment that promotes teamwork, trust, mutual respect, and empowers staff to take responsibility and show initiative.

Required Qualifications:

- 10-15 years of relevant experience, at least 5 of which in a senior management/leadership position;
- Masters degree or equivalent in agriculture, rural development or related/relevant discipline;
- Strong human resource management skills and capacity to lead a team of professionals;
- Strong experience in leadership of multi-year, multi-sector programs, with demonstrated capacity to deliver results and manage partner relationships;
- Ability to write clear and concise reports and proposals (in English) and to meet required reporting deadlines
- Able to work independently while being a strong team player;
- Experience working in Southern Africa and Zimbabwe an advantage;

- Experience working on DFID-funded programs is an advantage;
- Excellent knowledge of English. Working knowledge of Shona/Ndebele is an advantage.

(2) Monitoring & Evaluation Specialist

The ideal candidate will have demonstrated experience in monitoring and evaluation, preferably with expertise in livelihoods programming. The M&E Coordinator will lead the design of the program's M&E strategy and tools, ensuring that the impact of the project is effectively tracked, documented and shared. The candidate will be required to manage teams and budgets under the leadership of the Team Leader and senior management in the country program.

Major Responsibilities:

- Develop M&E systems, tools, and strategies that allow for documentation of the program to support agriculture, rural development, livelihoods and food security in several districts in Zimbabwe;
- Ensure collection of information on the program's progress, lead the analysis of the data and ensure the results feed meaningfully into program implementation plans;
- Lead in the implementation of mid- term and end of project evaluations
- Design specific analytical tools to track impact on beneficiaries, value for money and spillover effects;
- Liaise with research and academic institutions as necessary to create knowledge base from program's activities;
- Lead the design and implementation of market and value-chain assessments, to identify opportunities

Required Qualifications:

- Minimum 7 years of relevant experience in similar contexts;
- Preferably Masters degree or equivalent in development, economics or related discipline;
- Demonstrated experience in designing and managing M&E systems and beneficiary databases. Experience in managing M&E systems in multi-year and multi-sector programs a distinct advantage;
- Recommended prior experience in research, including design/management of impact evaluations;
- Excellent analytical and writing skills. Experience analyzing Value for Money is an advantage;
- Excellent knowledge of English. Working knowledge of Shona/Ndebele is an advantage.

(3) Business Development Specialist

The ideal candidate will have demonstrated experience in business development, with a capacity to identify business opportunities and develop inclusive business models for linking smallholder farmers/SMEs to markets. The Business Development Specialist will need to work closely with the Marketing Specialist and the Team lead to identify non-farming economic opportunities for rural populations (e.g value addition, post-harvest processing, small business initiatives). The candidate will be the focal point for development of inclusive and sustainable trading relationships that include groups typically marginalized in farming such as women and youth. Candidates with private sector experience are strongly encouraged to apply. The candidate will be required to manage teams and budgets under the leadership of the Team Leader and senior leadership in the country program, and will receive technical support from the IRC's technical advisors.

Major Responsibilities:

- Design and manage the business development strategy for the program to support economic development and development of livelihoods for rural populations in several districts in Zimbabwe;
- Lead the design and implementation of market assessments and value chain analysis to identify non-farming business opportunities for rural populations in Zimbabwe;
- Identify risks associated with identified opportunities and ensure appropriate mitigation strategies are included in program activities;
- Lead the development of business models and plans to enable program beneficiaries to access finance through various private and donor-supported sources;
- Facilitate training for program beneficiaries in business management and entrepreneurship;

- Establish and nurture strong trading relationships among all value chain actors;
- Promote inclusive innovation and adoption of best practices to ensure meaningful participation of women and youth in the economy;

Required Qualifications:

- At least 7 years of relevant experience in similar contexts. Experience working in the private sector an added advantage;
- Demonstrated experience in successful development of business models and plans for smallholder farmers and SMEs and support to launch of entrepreneurial ventures;
- Preferably Masters degree or equivalent in business/marketing or related discipline;
- Strong experience in and understanding of Southern African markets, and Zimbabwe in particular;
- Prior experience with market and value chain analysis;
- Excellent analytical and writing skills;
- Excellent knowledge of English. Working knowledge of Shona/Ndebele is an advantage.

(4) Agricultural Specialist

The Agricultural Specialist will report directly to the IRC ERD coordinator who is responsible for the overall delivery of economic programmes including the agricultural value chain and youth and women employment initiatives. The Agricultural Specialist and team will provide support to rural farmers in Zimbabwe to facilitate market linkages, sustainably improve yields, increase farmers' income, reduce malnutrition and sustain land and water use. The candidate should be experienced in and aware of approaches that address inequitable allocation of agricultural resources within rural households especially those which occur between women and men.

The ideal candidate will have demonstrated experience in managing agricultural initiatives, understanding the need to comprehensively address production and environmental conservation to improve livelihoods in a sustainable and equitable manner. The Agricultural Specialist will work with the IRC's HQ-based agricultural advisors to design and implement interventions appropriate to the Zimbabwe context in both agricultural and agro pastoralist systems and in particular those which look at improving opportunities and decision making within households over use of resources (land, inputs and credit). The candidate will need to take a long-term view to ensure that the methods promoted to and devised with program beneficiaries will lead to improved production without resorting to unsustainable practices that cannot be maintained beyond the life of the funding. Links with research agencies as well as private companies that promote and practice sustainable agriculture are encouraged. The candidate will be required to manage teams and budgets under the leadership of the ERD coordinator and senior management in the country program.

Major Responsibilities:

Technical responsibilities

1. Design surveys and assessment protocols that identify agricultural constraints and opportunities for rural populations and especially for women, girls and young men in Zimbabwe.
2. Provide timely and proper technical input and advice to field-based Project Manager and Technical Officers on agronomic implementation and on essential activities including conservation agriculture, water harvesting, watershed management erosion control, pasture conservation etc that are appropriate to environmental conditions in Zimbabwe,
3. Design gender sensitive and appropriate interventions that develop and support farmers' capacity (especially women, girls and young men) to access and effectively use agricultural information, resources and inputs.
4. Supervise community mobilization and provide guidance and capacity-building tools to strengthen farmers or community groups
5. Ensure that disaster risk reduction principles are mainstreamed across all agriculture projects
6. Liaise and closely work with the nutrition specialists on agricultural activities that can improve the access and availability of nutritional food especially for targeted women, girls and young children
7. Supervise regular field monitoring visits and report findings efficiently
8. Take the initiative in respect to agricultural related issues in the target areas during the course of the program by responding rapidly with solutions (e.g. threats caused by crop diseases or pests or harsh weather conditions etc).

Strategic Planning and Program Development

- a. Participate in the development of the IRC Zimbabwe program strategy, by providing inputs for any agriculture component and informing the ERD coordinator of relevant national and or district policies and bylaws
- b. Support the ERD coordinator in determining resource requirements for agricultural programming (human resources, equipment and materials, funding)

- c. Facilitate strategic decision making with the ERD coordinator and other technical specialists on critical design issues including village/community selection, beneficiary selection criteria, and modalities suitable varieties of crops, breeds of animals etc for the farmers in the selected locations.
- d. Produce/update program documentation (e.g. consolidated work plans, budgets, responsibility matrixes, progress reports), for the ERD coordinator
- e. Oversee collection, analysis and reporting of agricultural technical information (as well as project indicators) and the capacities of sub contractor institutions in close coordination with M&E Coordinator and the other specialists
- f. Identify and facilitate external staff, institutional, and community access to resources, advice, expertise, assistance, and materials that will lead to high-quality activities

Management and Administration

- a. Coordinate and supervise all agriculture activities in IRC Zimbabwe's portfolio and ensure that they are implemented according to agreed guidelines, quality standards and schedule
- b. Provide guidance to the ERD Coordinator and technical specialists on administrative matters relating directly to agriculture activities (procurement, logistics, required paper-work, liaison with finance department) and facilitate functional cooperation between personnel and systems at all levels
- c. Oversee budget management for all agriculture activities
- d. Collect and provide information on agriculture activities as requested by the ERD Coordinator and senior IRC staff

Procurement and sub-contracting

- a. Liaise with logistics in the identification of appropriate suppliers for supplies, materials and assets for agriculture projects, establishing quantities and quality of tools and inputs
- b. Lead the establishment, through consultative processes and in collaboration with relevant admin staff, of Memoranda of Understanding with implementing agricultural partners and partner communities

Coordination

- a. Serve as IRC Zimbabwe focal point for all agriculture-related activities
- b. Participate in the interagency coordination efforts (e.g. development of standards, guidelines and other context-specific tools) as well as inter-sector IRC meetings and coordination, as required
- c. Coordinate with the other IRC specialists especially the nutrition specialist to ensure cross-programming synergies and coherence.
- d. Communicate and liaise with other NGOs operating in the region with regards to the agricultural assistance that they are carrying out and using this information to assist with the development of IRC's own program
- e. Build and maintain relationships with other major national and local-level stakeholders relevant to the agriculture sector and project activities

Monitoring, Evaluation and Control

- a. Ensure transparency in accounting, reporting and documenting agriculture activities, and ensure compliance with standards and donor policies
- b. Coordinate with the M&E team to identify appropriate agriculture-related indicators and elaborate monitoring plans, procedures and templates
- c. Coordinate and supervise the collection and analysis of data to measure indicators and ensure reliability and completeness of information
- d. Coordinate the production of periodic reports to track performance and progress, according to templates established with the M&E team
- e. Discuss with the ERD coordinator and field project staff about challenges encountered by the projects, and take timely final decisions on issues to be tackled
- f. Keep the ERD Coordinator, the Programme Coordinator and the M&E team informed of changes
- g. Ensure that the changes are enforced and that appropriate resources and time are allocated to operationalise them
- h. Ensure the regular documentation and dissemination of lessons learnt

Required Qualifications:

- At least 10 years of relevant experience in similar contexts;
- Preferably Masters degree or equivalent in agriculture/ natural resource management
- Demonstrated experience in designing and managing agricultural programs for the rural communities in sub Saharan Africa particularly southern Africa
- Excellent knowledge of English. Working knowledge of Shona/Ndebele is an advantage

Application Procedure:

This will be a rolling application, with no set deadline. Interested candidates are encouraged to apply as soon as possible by submitting CVs and cover letter to Zimbabwe@Rescue.org.