

Job Title: Junior Technical Assistance (JTA) – agriculture and livestock

Reports to: Team Leader

No. of Vacancies-2

Contract: Annual for 3 years based on performance.

Location: Mahagadhimai Municipality and Suwarna RM of Bara district

Salary: as per provision of project/Negotiable

Position Description

The Junior Technical Assistance (JTA)- Livelihood will oversee the implementation of the livelihood component of the Strengthening Community Resilience project and ensure compliance and quality standards. The JTA spends most of his/her time in the Community, identifying target communities, establishing relationships with community leaders, taking part in field-level implementation activities.

Major responsibilities

- Support targeting and verify selection of participating households as per the selection criteria,
- Support project coordinator in oversee interventions to ensure effective and timely implementation
- Oversee participant performance through household spot checks
- Identify basic services including health, education, safety nets, and community support groups, that participants can be linked with and make a plan of engagement
- Liaise regularly with field level staff and senior management about program progress, challenges, learning, and decisions
- Orient the farmers on resilient farming practices through theory and practical method
- Facilitate group management, Gender, leadership training, climate-resilient farming etc. for farmers groups.
- support vocational training, value addition, facilitating better access to credit, liaise with financial institutions

Competencies:

A. JTA Requirements:

- High School Diploma or relevant discipline with three years of experience in the related project.
- Proficiency with a basic computer program including MS office and Database systems.
- Excellent communication skills
- Ability to read and interpret technical data
- Good time management skills
- Ability to work in high-pressure environments.
- Knowledge on project model especially on Agriculture climate change adaptation, Alternative livelihood (TVET, SYIB, business facilitation)

B. Project Management:

- Good understanding on operation issues like timely and quality delivery of services, good planning and monitoring skills.
- Good knowledge on the project management tool
- Sound knowledge & skill on project risk analysis and management.
- Good Analytical Skills to analysis project related data and incorporate in the report
- Good ability in report writing skills for developing the periodic report like monthly, quarterly, semi-annual and annual
- Monthly budget forecast and planning skills and able to manage the finance efficiently
- Meet financial requirement and deadline as per compliances
- Good understanding on financial management system like supporting documents for voucher, advance settlement process, managing the under-spends etc.

C. Capacity Building

- Sound skills in capacity assessment/Training Need Assessment process and tools for the target group
- Skills on community group/farmers, mentoring and coaching and onsite support

D. Monitoring and Evaluation

- Sound knowledge on monitoring tools and methods
- Good analysis and presentation skills
- Skills to incorporate the findings/feedback into programming
- Project database (such as HH database) establishment monitoring and interpretation skill

E. Relationship Management:

- Skills on Stakeholders mapping and mobilization for broader benefit of the project
- Good skills on facilitation of meeting and proper documentation
- Capacity to identify local advocacy issues and priorities around protection programming
- Maintaining the database with the information of Household Level and its update and monitoring

F. Child and adult safeguarding

- Ensure all the working environments in the office and working areas are child and adult-sensitive.
- Support the organization in complying with all child and adult safeguarding policies, requirements, and audits
- No previous records/information regarding involvement in safeguarding concerns (Positive/satisfactory statement in reference check).
- Disseminate information/messages to beneficiaries and target communities on Safeguarding and Prevention of Sexual Exploitation Abuse and Harassment (PSEAH).
- Contribute to setting up and systematizing the robust complaint and reporting mechanism.

HOW TO APPLY

A Cover letter with latest curriculum-vitae, a copy of Nepali citizenship certificate should be submitted by email to recruitmentjjycbara@gmail.com. Or direct in JJYC Bara Kalaiya-I, motibag, Head Office no later than 28th of June, 2022. Please indicate the position that you are applying for in the subject line.

Only short-listed candidates will be invited for the written and interview process. Telephone enquiries will not be entertained.

Note: JJYC Bara is equal opportunity organization, Local resident, Women, Dalit, Marginalized and Differently Able are highly encouraged to apply for the positions.