



Vacancy Announcement

Ethio Wetlands and Natural Resources Association (EWNRA) is a registered nongovernmental organization working to improve food security, livelihood bases and enhance sustainable management of natural resources in Ethiopia. EWNRA is currently under implementation a project entitled REGRADE II in East Belessa woreda (district) of Central Gondar in partnership and with funding support from Concern Worldwide. EWNRA would like to invite dynamic and creative applicants for the following position:

Job Title:	Agriculture and Natural Resources Management Officer
Reports to:	Project Coordinator
Job Location:	East Belessa (Guhala Town) with frequent travel to all REGRADE II project intervention micro watersheds implemented both by EWNRA and Concern Worldwide
Term of Employment:	Definite period of contract
Salary	Attractive Project scale
No of required	1 (one)
Opening date	7 August 2024
Closing date	17 August 2024
Job Purpose:	☐ To provide technical support, and guidance for the project planning including conducting situational analysis and implementation of Agriculture/Natural resources sector (Participatory watershed rehabilitation, Food, Income and Market related interventions) which intended to bring positive changes in the lives of target population and community watersheds.
Main duties & Responsibilities:	Program Design ☐ Play lead role on the identification of watersheds, Food, Income and Market (FIM) program interventions in accordance with Project Cycle Management guidelines; ☐ Come up with new ideas and innovative technologies appropriate to the local context and manageable by target population ☐ Responsible to prepare Agriculture/Natural resources activities vs budget and action plan in the long term program. ☐ Tailor program with mainstreaming issues identified by the organization during project design; ☐ Responsible to documentation and coordination of Agriculture/Natural resources program design; ☐ Design appropriate implementation modalities and program approach to strengthen sustainability factors moreover, build the capacity of key stakeholders so as to implement the program/project effectively and efficiently in collaboration with concerned units. Program Implementation ☐ Implement Agriculture/natural resources and early warning activities as per the plan within the agreed time table;

- ☐ Facilitate and encourage sustainable agriculture extension and farmer's asset building to enhance the return on asset in collaboration with the community, government and other responsible bodies;
- ☐ Design appropriate implementation modalities and program approach to strengthen sustainability factors; including DRR and resilience
- ☐ Undertake assessment surveys (early warning, intervention impact, baseline data, case studies, etc.) in collaboration with the responsible stakeholders;
- ☐ Build confidence in application of change through introducing innovative ideas/approaches into the agriculture and other related rural livelihoods strategies;
- ☐ Conduct and facilitate training on rural livelihoods intensification and diversification techniques and methodologies for field staff and project stakeholders;
- ☐ Build, in collaboration with concerned units, the capacity of key stakeholders so as to implement the program/project effectively and efficiently;
- ☐ Promote and ensure community participation & initiatives through all possible methods (especially the marginalized group) in all aspects of program activities;
- ☐ Facilitate and encourage sustainable Resilience extension and farmer's asset building to enhance the return on asset in collaboration with the community, government and other responsible bodies;
- ☐ Under take assessment surveys (early warning, intervention impact, baseline data, case studies, etc.) in collaboration with the responsible stakeholders;
- ☐ Facilitate and participates in Woreda /zone level seasonal (Meher and Belg) food security needs (crop and livestock performance) assessments in the project/ program areas.
- ☐ Identify appropriate mechanisms to which allow the capacity building, risk mapping, hazard, capacity analysis and contingency planning to take multi hazard approach and partner's staff to effectively implement Agriculture/Natural resources.
- ☐ Maintain good network with partner organizations at Woreda levels working in Resilience and early warning system;
- ☐ Promote and ensure community participation & initiatives through all possible methods (esp. the marginalized group) in all aspects of program activities;
- ☐ Prepare technical and supportive supervision plan based on the need assessment for staff and project stakeholders and report on time;
- ☐ Facilitate and participate in the identification and selection of target beneficiaries in collaboration with EWNRA project staff, local community and Local Government structures.

Reporting

- ☐ Prepare periodic quality progress reports (monthly, quarterly, bi-annually, annual etc. reports for the project coordinator);
- ☐ Document all the progress of activities (at activity, output and impact level) and maintain project data, record and documents;
- ☐ Conduct case studies and document the findings;

Financial Management

Under the guidance of project coordinator:

- ☐ Responsible to control the budget allocated to the sector and ensure that activities are implemented according to quality required and agreed plans.
- ☐ Ensure that annual/program budget are responsive to cost and value for money

	☐ Responsible for ensuring proper, efficient and timely utilization of allocated program/project budget, including purchasing of materials; ☐ Prepares detailed Agriculture/Natural resources program budgets with monthly cash flow; HR ☐ Participate in the recruitment of Agriculture/Natural resources sector field staff; ☐ Provide technical support or coach field staffs to build their capacity to perform their assigned roles and responsibilities; ☐ Prepare and conduct in house trainings for employees of EWNRA and key stakeholders that involve in the project implementation and M & E; ☐ Perform any other task as assigned by line manager Networking ☐ Create appropriate links, working procedures and information sharing with other program staff and external stakeholders. ☐ Integrate the program with other program staff and concerned stakeholders. ☐ Establish strong linkage and collaboration with Woreda Agriculture office in the implementation of Agriculture/Natural resources sector activities. Monitoring and Evaluation ☐ Develop participatory program/project monitoring plan and internalize with the action plan and implement the plan accordingly ☐ Under take assessment surveys (EW, intervention impact, baseline data, case studies, etc.) in collaboration with EWNRA MEAL team and the responsible stakeholders ☐ Evaluate the project implementation and impact in collaboration with all responsible stakeholders. ☐ Conduct and document annual learning reviews Mainstreaming ☐ Design and create appropriate methods/ways and implement to mainstream all cross cutting issues like Accountability, gender, inequality, HIV/AIDS, DRR and controlling the spread of COVID-19 in the implementation of Agriculture/Natural resources related activity in line with project guideline.
Gender	☐ Ensure that all HR policies and procedures relating to EWNRA's gender equality strategy are implemented ☐ Ensure that all gender sensitive policies and procedures are fully adhered to during recruitment processes and targeting of beneficiaries ☐ Contribute to promoting a gender sensitive working environment within EWNRA
Emergency Response	☐ EWNRA is committed to Concern to support the donor's actions in responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity including reallocation of all staff to contribute to Concern's efforts aimed at achieving the humanitarian objective of the organization
Accountability	In line with EWNRA's commitments under the Core Humanitarian Standard (CHS): • actively promote meaningful community participation and consultation at all stages of the project cycle (planning, implementation, M&E);

	• work with relevant colleagues to ensure that the Complaints and Response Mechanism (CRM) is functional and accessible, that feedback and complaints are welcomed and addressed; • work with relevant colleagues to ensure that information about CRM, safeguarding and expected staff behavior is disseminated among programme participants and communities.
Safeguarding	• Ensure the maximum protection of project participants from exploitation by working on the adherence of EWNRA's Code of Conduct (ECoC) with three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy. • Ensure program participant Protections by adhering standards of the safeguarding policy when program participants be in contact with EWNRA during different trainings, meetings, workshops and contractual works. • Assess the safety and security of different meeting, workshop and training venues in collaboration with project HR unit
Personal specification	☐ Bachelor Degree in Natural Resources Management, Agriculture fields with five years' or Master's degree with three years relevant experience
Competencies:	☐ Ability and willingness to frequently travel and stay at the field ☐ Ability to work collaboratively with colleagues across the organization developing effective working relationships to deliver outstanding results for target beneficiaries. ☐ Proven capacity to supervise, train and coach staff and working with project stakeholders ☐ Good communication and report writing skills ☐ Good negotiation skill with government and other agencies ☐ Ability to communicate effectively in both oral and written English. ☐ Good interpersonal skills and team player with sensitivity to cultural diversity ☐ Ability to work under pressure ☐ Competency in computer applications of MS Offices packages is required ☐ Cooperative, team player and excellent in interpersonal relationships. ☐ Have a strong commitment and open to learn and share.
How to Apply	Interested applicants should send non-returnable C.V., application letter outlining how their experience and education fit this vacancy to ewnra.vacancy@gmail.com by email.

Safeguarding: Code of Conduct and its Associated Policies

EWNRA has adopted Concern's organisational Code of Conduct (CoC) with three Associated Policies: the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy. These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behavior expected of them. In this context, staffs have a responsibility to the organisation to strive for, and maintain, the highest standards in the day-to-day conduct in their workplace in accordance with EWNRA's core values and mission. Any candidate offered a job with EWNRA will be expected to sign the EWNRA Staff Code of Conduct and Associated Policies as an appendix to their contract of employment. By signing the Code of Conduct, candidates acknowledge that they have understood the content of both the EWNRA Code of Conduct and the Associated Policies and agree to rule themselves in accordance with the provisions of these policies. Additionally, EWNRA is committed to the

safeguarding and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently, working or volunteering with EWNRA is subject to a range of vetting checks, including criminal background checking.

Women and people with disabilities are particularly encouraged to apply.

Only short listed candidates will be contacted.