



VACANCY ANNOUNCEMENT

Program Officer, Technologies and Innovations

A. Background

The Association for Strengthening Agricultural Research in Eastern and Central Africa (ASARECA) is a sub-regional not-for-profit intergovernmental organization comprising 14 member countries, namely Burundi, Cameroon, the Central African Republic, the Democratic Republic of Congo, Eritrea, Ethiopia, Kenya, Madagascar, Republic of the Congo, Rwanda, South Sudan, Sudan, Tanzania and Uganda. The organization brings together researchers from the national agricultural research, extension and education institutions, the private sector, and other strategic partners including Development partners to generate, share and promote Technologies, Innovations and Management Practices (TIMPs) and knowledge to solve common challenges facing agriculture in the sub-region. ASARECA is strategically positioned to perform higher level facilitative, supportive, coordination and advocacy roles to enhance sustainable agricultural transformation and economic growth in the Eastern and Central Africa (ECA) sub-region.

ASARECA alongside other ex-Pillar 4 Africa institutions comprising African Forum for Agricultural Advisory Services (AFAAS), Forum for Agricultural Research in Africa (FARA), CORAF, and Centre for Coordination of Agricultural Research and Development for Southern Africa (CCARDESA) are currently implementing the EU-funded and IFAD-managed Comprehensive Africa Agriculture Development Programme ex pillar IV (CAADP-XP4) project under the initiative, “Development Smart Innovation through Research in Agriculture” (DeSIRA). The project seeks, among other things, to strengthen the capacities of the organizations to support member countries to deliver on CAADP results through more systemic and effective partnerships and linkages and use of science, knowledge and innovation for a climate-relevant transformation of agriculture and food systems.

Job Purpose:

Reporting to the Deputy Executive Director, the job holder will be responsible for providing leadership in the day-to-day implementation of project management tasks, coordination of country teams, finance as well as administrative tasks related to projects under his/her jurisdiction. The role aims to enhance regional collaboration in the development of agricultural technologies, innovations, and management practices (TIMPs) for selected commodities and to facilitate exchange and dissemination of priority TIMPs across national boundaries. He/she will be responsible for providing operational guidance for all aspects related to compilation, TIMPs dissemination, and reporting as per the guidance and procedures of the Operation Manual.

B. Qualifications

Required Knowledge and Experience

- MSc in Agricultural Sciences, Biophysical Sciences, Natural Resources Management or Agricultural Economics
- At least 7 years’ relevant experience at programme management level in agricultural research for development organizations at regional level.
- Strong experience in working with relevant partners in the generation and transfer of proven technologies to the last mile stakeholders /end users
- Proven experience in development of winning concept notes and proposals
- Proven knowledge / experience in project cycle management, personnel management, project coordination, monitoring, evaluation and learning

C. Reporting

The Officer will report to the Deputy Executive Director.

D. Contract period

The contract period is two years, renewable on the basis of satisfactory performance and availability of funding.

E. Duty Station

The duty station is ASARECA Secretariat in Entebbe, Uganda.

F. Application Process

Interested and qualified persons are encouraged to apply by mail to the Administrative and Personnel Officer on hr@asareca.org. Applications should include a cover letter, CV, relevant academic certificates, day time telephone contacts and addresses of 3 referees (including e-mail addresses and telephone numbers) and should be in one document and a maximum of 10 pages. Only email applications will be accepted. **The detailed job description can be accessed at www.asareca.org/Announcements.** The deadline for receipt of applications is **Monday 10th May 2021, 16:00hrs EAT.**

NB: Only shortlisted candidates will be contacted.

See Detailed Job Description below



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B. Duties and Responsibilities:

(i) Program Development and Management

The Officer will:

- Establish a forum/market space for key actors in technology generation, dissemination and users to interact
- Develop strategies for engaging with private sector as well as designing mechanisms for commercialization of prioritized TIMPs
- Provide technical and analytical leadership in harnessing opportunities for not only developing but also facilitating adaptation and scaling up of proven agricultural TIMPs along regional value chains.
- Proactively identify and bring together stakeholder institutions to generate and scale up specific gender responsive and climate smart TIMPs to address identified regional AR4D challenges
- Participate in preparation and finalization of work plans and budgets for activities under flagship projects implemented by ASARECA and other collaborating partners
- Provide technical support in implementing regional sub-projects to ensure quality and relevance to the AR4D transformation agenda
- Working closely with other Program Officers, organize and participate in M&E missions to track project progress and ensure delivery of CAADP-XP4 project results

- In consultation with the supervisor as well as the Procurement and Finance departments, manage consultants contracted under this docket
- Support the knowledge management unit in generation and dissemination of relevant knowledge products.

(ii) Coordination

The Officer will:

- Coordinate the update of the ASARECA's TIMPs inventory and TIMPs database
- Coordinate country teams and other stakeholders to enhance regional collaboration in the development of agricultural TIMPs for selected commodities and to facilitate exchange and dissemination of priority regional TIMPs across national boundaries
- Provide technical oversight for implementation of Secretariat activities relating to technology generation, dissemination, and scaling up of proven TIMPs
- Liaise with the fiduciary team on proper budget control and disbursement of funds to sub-grantees for any of the sub-granted activities
- Liaise with M&E team on monitoring and evaluation of project activities as well as performance reporting
- Work closely with other Program Officers to deliver the relevant CAADP-XP4 project activities under Output 2 in a seamless manner.

(iii) Strategic Partnerships

- Establish, nurture and coordinate strategic partnerships for technology generation and transfer
- Participate in strategic partner meetings aimed at promoting the agendas for technology generation and dissemination within the ECA region and at continental and global level
- Work with relevant and strategic partners (NARIs, Universities, NGOs, Farmer Organizations and other platforms at national, regional and international level) to promote technology generation and dissemination
- Convene Multi-stakeholder partner's events including review meetings for visioning, reflections and lesson learning
- Work closely with other Program Officers to organize and participate in regular implementation support and review missions in consultation with relevant donor representatives.

(iv) Resource Mobilization

- Participate in the development of concept notes and proposals as part of Secretariat's resource mobilization activities
- Participate in consortia or networks and leverage on joint resource mobilization efforts for fundraising.

C. Qualifications, Experience and Competencies

- MSc in Agricultural Sciences, Biophysical Sciences, Natural Resources Management or Agricultural Economics
- At least 7 years' relevant experience at programme management level in agricultural research for development organizations at regional level.
- Strong experience in working with relevant partners in the generation and transfer of proven technologies to the last mile stakeholders/end users
- Proven experience in development of winning concept notes and proposals
- Proven knowledge / experience in project cycle management, personnel management, project coordination, monitoring, evaluation and learning
- Strong publication record in the areas of agricultural and natural sciences, agricultural economics, and natural resources management
- Experience in working within the Eastern and Central Africa region.
- Experience of training and transferring skills to teams is an added advantage
- Experience in fundraising and networking
- Experience in gender mainstreaming in AR4D projects

Required Skills

- Project management skills
- High level of integrity and untainted record of ethical conduct
- Resource mobilization skills with strong skills in proposal writing, budgeting and budget monitoring
- Excellent planning and coordination skills
- Excellent conceptual, analytical and problem-solving skills
- High negotiation and diplomatic skills

- Excellent interpersonal, communication, and cultural diversity skills
- Proven record in building strategic alliances and partnerships on AR4D
- Excellent written and oral communication skills
- Exceptional attention to detail and ability to demonstrate error-free reporting
- Computer savvy specifically in MS Office suite of packages and versatility with Statistical Packages
- Ability to multi-task, set priorities, and work under tight deadlines.

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