



## INTERNAL & EXTERNAL ADVERTISEMENT

Ref: IITA-HR-NRS2023-014	<b>Position:</b> <ul style="list-style-type: none"><li>• <b>Agribusiness Hub Manager</b></li></ul>
Location: Abuja	Recruitment Type: National (1-year renewable contract)
Date Posted: 22 March 2023	Closing Date: 3 April 2023

The International Institute of Tropical Agriculture seeks suitable applicants for the positions below at the Institute's project location in Abuja.

### **Position: Agribusiness Hub Manager**

**Contract: 1-year renewable contract**

**Location: Abuja**

#### **DUTIES:**

- Lead all key processes of YAS planning, budget management, project implementation, monitoring, execution, and reporting at the hub level.
- Identify profitable and market-driven agricultural commodities within the state of operation.
- Identify new and existing partners within the state to facilitate activities at the agribusiness hub.
- Coordinate training for the incubator and accelerator components, experiential learning for the incubators, and facilitate agribusiness operations at the hubs.
- Facilitate appropriate Agrihub system development, operation, and expansion at project sites.
- Coordinate the deliverables of the three core services (i.e. Agrihub Coordination, training, and Agribusiness support) at the hubs.
- Support the training coordinator in developing and reviewing training manuals and learning tool kits specific to the state.
- Coordinate beneficiaries' recruitment, and develop an up-to-date database of all beneficiaries trained at the hub.
- Assist the training coordinator with the identification and screening of additional training sites for training and agribusiness incubation for hub expansion.
- Identify training sites and provide recommendations for upgrades.
- Lead training of trainers (TOT) for identified community-based farmer organizations.
- Support advocacy, community engagement, and knowledge management

- Monitor the key implementation process in the hub to ensure the achievement of Hub objectives.
- Supervise and monitor trained youths alongside the M&E Officer(s).
- Provide timely and accurate reporting of all activities in the approved Annual work plan and budgets on a quarterly, semi-annual, and annual basis.
- Set up SOP documents and policies to guide and govern work activities and use of resources (especially for beneficiaries using the hub) together with the Project Coordination office.
- Liaise with IITA and Bopinc to ensure that the training, technical, and enterprise support resources contribute to the hub activities.
- Coordinate and liaise with key stakeholders to ensure smooth implementation of YAS at the state level.
- Act as the principal spokesperson for the project; disseminate its objectives, activities, and achievements and its roles in Youth employment.
- Ensure that the business development process is successful and facilitate when possible linkages to profitable opportunities.
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- Perform any other job-related task as may be assigned by the Supervisor.

#### **QUALIFICATION:**

BSc/HND in Business Administration, Agricultural Economics, or any other related field with a minimum of two (2) years' experience performing a similar role in a well-structured environment.

#### **COMPETENCIES:**

The ideal candidate must:

- Have good communication skills (writing, reading, and speaking).
- Have ability to use basic Microsoft software (word, excel, PowerPoint).
- Have strong multi-tasking abilities and problem-solving skills.
- Have the ability to work with little or no supervision.
- Have experience in agribusiness incubation and hub management.

#### **REMUNERATION:**

We offer highly competitive salaries with equally attractive benefits and excellent working conditions in a pleasant campus environment.

#### **METHOD OF APPLICATION:**

Interested applicants should complete the online application by attaching a detailed cover letter and curriculum vitae saved with their names in Microsoft word format to IITA website: <http://jobs.iita.org/erecruit> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague, and evidence of current remuneration package.

***IITA is an equal-opportunity employer and is committed to building a diverse workforce, particularly welcoming applications from women. While all applications will be acknowledged, please note that only shortlisted candidates will be contacted.***