

[Programme Officer Agronomy] - Role profile

Location	Biu and Mubi	Department	International
Reports to	Livelihood Coordinator	Salary Band	E
Matrix manager	Click here to enter text.	Competency level	2

Role definition

Role purpose

The Programme Officer Agronomy will be responsible for designing and implementing all project crop farming (Agronomic) activities in the target communities in Biu, Hawul, Kwayakusar and Bayo and Madagali and Michika LGAs in Borno and Adamawa States, both directly and indirectly through training/mentoring of project community volunteers and Program Assistants Agronomy (PAA), linking up with BOSADP, other NGOs and private sector actors at the community level.

Key outcomes

Under the direct supervision of the Program Coordinator and in collaboration with the extension agents and the field agents and PAA and other team members of the program and of the base, the POA will:

- Train beneficiaries to improve climate-smart agricultural production for Sorghum and Millet value chains through improved technologies
- Establish and conduct Farmer field Schools
- Conduct field days (Green and Brown Field days)
- Train beneficiaries on integrated Pest Management
- Train beneficiaries to establish community-based Seed Production
- Facilitate and improve post-harvest management practices for smallholder farmers at farm, household and aggregation levels
- Conduct training on post-harvest handling Activities for field agents (FAs), extension agents (EAs) and Project Staff
- Facilitate training on commodity Bulking, Collective bargaining, and Negotiation for farm produce to producer groups
- Conduct community sensitization and distribution of user-friendly extension materials (Image block)
- Facilitate linkage with threshing service providers
- Facilitate the establishment of structured and sustainable markets for the selected smallholder farmers to sell their surplus produce
- Facilitate formation of Marketing Committee among the farmer Producer Groups

Conduct TOT on Marketing Basics SMART Skills to Project Staff, Extension Agent and Field Agents

- Facilitate collaboration on market access and value chain mapping for marketing committees

- Facilitate initial community entry agronomic activities, mapping, and assessments.
- Manage the community project plans and make recommendations for approval of community project activities
- Form and initiate training of beneficiaries on rain fed seed crop production and micro-garden farming.
- Facilitate Agronomy related surveys in communities.
- Prepare action plans and provide direct support to beneficiaries through visits, in line with the action plans and as required.
- Initiate/facilitate links and referrals relationships between the beneficiaries and community groups and local sources of support.
- Ensure all documentation, reports, and records from the community on rain fed seed crop production and micro-garden farming are maintained per agreed procedure, and information is provided on these community activities as required.
- Co-facilitate step-down trainings with beneficiaries and community groups on various topics on rain fed seed crop production and micro-garden farming as outlined in the implementation plan.
- Support beneficiaries and community groups to conduct assessments/project activities to all especially women in the communities.
- Work on relevant agronomic value chain actors and their service providers (Private BDS providers)
- Work on community disaster risk reduction, farmer field schools, asset transfer and revolving fund management, community-based saving and lending groups opportunities.
- Support training on rain fed seed crop production and micro-garden farming in the communities
- Ensure data collection on rain fed seed crop production and micro-garden farming under technical guidance of the M&E officer
- Coordinate with community- based BOSADP, other NGOs and private sector actors.

Role agility

Expected travel per annum Up to 75 days

On call/unsocial hours Yes

Surge capacity for emergency responses No

In order to respond to ever changing demands within the environment, Christian Aid operates within an agile framework (both in workforce and operational) that requires from all employees, a high level of responsiveness and adaptiveness to processes and structures making flexibility and a project based working approach the norm. To sustain this system, managers may/will agree further details of specific tasks and duties as part of the performance agreement. Any reasonable duty may be assigned that is consistent with the nature of the job and its level of responsibility, and employees may be required to change the focus of their role from time to time.

Role context

The role works within the International Programmes role family positioned in Maiduguri, the role is part of the wider Nigeria Country Humanitarian Response Team. The role works closely and directly with The Programme Coordinator (PC). The Program Officer Agronomy (POA) should provide community project supervision, promotes and values participatory approaches at the

community level throughout the projects' cycle, awareness raising and sensitisation, and all related program activities, Pre and Post Agronomic activities Monitoring (PAM) of agronomic activities as well as monitoring and evaluation under the direct supervision of the Programme Coordinator. During the absence of the Program Coordinator, the POA will wholly be accountable for the project under the direct supervision of the Senior Programme Coordinator Maiduguri.

Role requirements

Relationships

External Build strong relationships with partners, networks, donors, stakeholders and community beneficiaries.

Internal Build strong relationship with program departments, FSL/WASH Staff, MEAL officers, program managers, M&E units and all in-country and global staff.

Decision making

Budgetary/savings responsibility Click here to enter text. Outline the amount of budgetary/savings responsibility this role is accountable for.

- Make decisions day-to-day decisions which ensure that all Agronomy activities in the livelihood projects are implemented in a very highly effective and efficient manner.
- Required to make significant decisions on programme work in the field special focus on Agronomy based on Livelihoods and Resilience building based on Christian Aid strategic direction in Nigeria.
- Leads project team and ensures the workgroup is effectively managed.
- Support the Programme Coordinator (PC) Livelihood and Resilience on WFP livelihood and resilience project budget tracking in relation to Agronomy and other assignments

Analytical skills

- The post holder is expected to work on complex issues in Agronomy and livelihood in general. Problems and issues, risks and benefits may have implications across several project components.
- The post holder is required to develop new ways of doing things to better meet program goals requiring creative or analytical ability.

Developing self and others

Number of Direct reports 6

Overall people management responsibility 6

Build partnerships

- Take on different work when necessary to achieve a team or organisational goal.
- Actively consult with others to ensure you understand their needs or goals.
- Listen to and take on board fresh perspectives and views even if you initially disagree with them.
- Maintain on-going relationships with individuals and contacts through networks, based on mutual rapport and respect.

Communicate effectively

- Make complex things simple for the benefit of others.
- Actively listen and question to check your understanding and draw out others when they are not expressing themselves clearly or seem to be holding back.

- Be sensitive to what others may be feeling, based on what they say, how they say it and their non-verbal behaviour, adapting your style and approach to fit.
- Address difficult issues when they arise, being honest and open.

Steward resources

- Implement ways to reduce the inefficient use of resources or pass the ideas on to someone who can make them happen.
- Estimate the resources needed to achieve your own work plans or objectives and to deliver them in the most efficient and cost-effective way.
- Set and communicate realistic timelines for achieving tasks, working out how best to adapt as priorities change or unforeseen circumstances arise.

Deliver results

- Prioritise, plan and monitor own work to meet own and team deliverables to agreed performance or quality standards.
- Acknowledge others' priorities whilst being prepared to say "no" if there are genuine reasons why their needs cannot be met.
- Use logical processes and relevant tools and techniques to report on information or analyse options.
- Make timely and considered recommendations or decisions based on analysis of available data, information and evidence.

Realise potential

- Evaluate your own work and actively address gaps in knowledge and skills, without prompting.
- Recognise how you react to feedback and manage reactions positively, acting on specific feedback from others.
- Share your knowledge where it will help others to be more effective.
- Provide instruction, constructive feedback and guidance to others to help them learn.

Strive for improvement

- Constructively challenge existing practice.
- Seek better ways of doing things, considering the possible implications.
- Make positive suggestions on a way forward when faced with challenges even if these falls outside own scope of work.
- Look inside and outside Christian Aid for new ideas and evaluate them for own work

Role related checks

Child protection clearance Standard **Counter terrorism screening** Required

Person specification

Applied skills/knowledge and expertise

Essential

- Essential Criteria
- Level of Education –Degree, in any relevant field with at least 3 years' experience

- Must have substantial experience in implementing community-level development projects, using participatory engagement and grassroots mobilization techniques.
- Experience working on value chain actors and their service providers (Private BDS providers)
- Sound experience working on disaster risk reduction, farmer field schools, asset transfer and revolving fund management, community-based saving and lending groups
- Excellent training and facilitation skills with a wide variety of groups having diverse experiences, backgrounds, skills, and education levels.
- Experience in handling grants to local groups, ensuring appropriate basic documentation and accountability at the community/field level.
- Excellent verbal communication and listening skills.
- Language Requirements: Spoken English-Excellent; Written English-Good (ability to type and prepare reports and other documents as needed.)
- Must be able to speak at least one local language predominant in that state.

Desirable

- Involvement in relevant value chain projects, and/or those involving vulnerable people, especially those with asset/cash transfer components and/or interventions.
- Experience in engaging directly with vulnerable people, facilitating women activities and/or facilitating vulnerable people's participation in meetings, discussions, etc.
- Involvement in projects and/or initiatives that address issues of power, diversity, exclusion, participation, and gender.
- Ability to multi-task, engage in long-term planning, meet deadlines, and handles last-minute demands; exercise patience, and adapt to changing circumstances.

Digital/IT competencies required

Word, Excel, PowerPoint	Intermediate	Web content design & development	Basic
Internet based collaboration tools and video calling	Intermediate	Social Media	Intermediate
Data Visualisation	Intermediate		

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07/04/2022