

JOB DESCRIPTION

Livelihoods Project Officer

Position title	Livelihoods Project Officer
Location	Manatuto (1Position), Timor-Leste
Reports to	Senior Livelihood and Marketing Project Officer
Grade	4 Step 1
Salary	US\$595 per month
Position type	One Year
Start date/timeframe	1 st April 2023

1. Background

1.1 About CARE

CARE is an international development and humanitarian organisation that has been working in Timor-Leste since 1994. With programmes that extend across all parts of the country, CARE works with partners to save lives, defeat poverty, and achieve social justice.

CARE works with remote, rural communities and civil society partners to combat gender inequality, as this has been shown to be one of the most effective ways to create sustainable development outcomes.

Ensuring well-being and a voice for women and girls in rural, disadvantaged areas is at the heart of CARE's work. This is achieved in four priority areas of Education, Women's Economic Empowerment, Health, and promoting Women's Voice in society through development and humanitarian programmes.

1.2 About the programme

CARE International in Timor-Leste will implement an extension to the United States Department of Agriculture (USDA) funded HATUTAN Program, to build a partnership between schools and their communities to improve literacy, learning, health and nutrition for children and adults in the municipalities of Ainaro, Ermera, Oé-cusse and Manatuto. The program partners with the Ministry of Education, Youth and Sports (MEJD) as the lead Ministry to strengthen pre-school and primary school performance in literacy, health and nutrition and support the full implementation of the

government school feeding program. The HATUTAN Program also works closely with the Ministries of State Administration, Health, Agriculture and Fisheries.

2. The role

The Livelihoods Project Officer position will support the implementation of Livelihoods activities using the Farmer Field Business School (FFBS); an integrated, market-based and gender transformative approach to extension, for Farmer Groups to improve nutritious food supply to schools for the school feeding program. HATUTAN seeks to improve the productivity, inclusiveness, and profitability of local farmers' nutritious products such as animal or plant protein sources including legumes and beans/ pulses and other horticultural products to supply the national School Feeding Program. That involves working with VSLA members in the municipalities of Ainaro and Manatuto, through FFBS to increase the quantity and quality of yields; promote better household and in-school nutrition; promote women's empowerment and gender equality; provide access to basic financial literacy; collective marketing; and facilitate marketing connections with schools. This position is based in Manatuto with travel to Dili and other program sites.

MAIN RESPONSIBILITIES:

Planning, organizing and implementation of FFBS (30%)

- Mobilize and motivate VSLA members, in particular women, who are interested in improving productivity of a given product to form Farmers' Groups.
- Support Farmers' Groups to form Producer and Marketing Groups or cooperatives, linking them to schools and connecting them to the Secretariat for Cooperatives (SECop) to access to new markets, capital for expanding production and training opportunities.
- Train the Model Farmers on how to use resilient community-based adaptation farming techniques on the demonstration plots, and identifying any barriers to women's participation in the training;
- Promote sustainable farming methods to eliminate the harmful practice of slash and burn.
- Facilitate linkages between farmer groups and the school feeding program.
- Support the production and processing of high nutrient foods to be sold to schools, specifically vitamin A-rich orange-fleshed sweet potato, spinach, iron rich legumes and greens, and chicken eggs to improve protein consumption.
- Identify ways farmers' groups can access seasonal climate forecast information for decision-making.

Training (25%)

- Identify and train Field Facilitators (staff, partners or Village Agents) at community level to support Farmer Field Business Schools (FFBS) farmers.
- Provide training using the Farmer Field and Business Schools (FFBS) framework.
- Improve farmer skills to test and adapt new ideas and technologies around sustainable nutrition and climate smart agricultural production.
- Use demonstration plots with model farmers to adopt new practices and crops.
- Identify problems and propose solutions for farmers' to better adopt improved agricultural practices.

Monitoring, Learning and Reporting (30%)

- Conduct regular field visits to demonstration plots and farmers groups and oversee effective and timely implementation.
- Help develop monitoring plans and tools.
- Track and record progress of the FFBS farmers groups, farmers' adoption of improved practices.
- Organize quarterly meetings with field staff and partners to assess performance at the community level.
- Consolidate and compile monthly, quarterly and annual reports, inclusive of success stories and lessons learned.

OTHER RESPONSIBILITIES (15%):

- Take on other duties as assigned by supervisor.
- Engage in emergency preparedness and assist in any emergency response as required.
- Promote a safe and secure work environment; foster a culture of safety and security awareness and consistently follow all CARE safety and security policies, procedures and directives.
- Demonstrate an ongoing commitment to gender equality, diversity and child protection.

3. Selection criteria

- Bachelor's degree in disciplines such as agriculture, natural resource management and related fields with at least 3 years of work experience in supporting capacity strengthening of partners in Climate and Water Smart Agriculture. (Alternatively completed secondary school with at least 5 years of relevant work experience.)
- Excellent knowledge and experience in agricultural livelihoods and establishment of market linkages across a variety of value chains.
- Understanding of potential gender barriers in agribusiness.
- Understanding of nutrition sensitive agriculture production methodologies.
- Practical knowledge of water, climate smart agriculture and irrigation using the watershed approach.
- Excellent skills in working with municipal and local level structures.
- Strong negotiation, facilitation and influencing skills especially with local communities and Municipal level structures.
- Familiarity with agriculture and irrigation policies and strategic plans in Timor-Leste.
- Practical knowledge of participatory tools e.g. Participatory Rural Assessment (PRA), and school feeding programs.
- Excellent written and oral communication skills in Tetum, knowledge of English an advantage.
- Good working knowledge of common office software packages i.e. word processing, spreadsheet, and presentation software.