

Agriculture Coordinator

Job Description

JOB TITLE: Agriculture Coordinator

REPORTS TO: BHA Manager

WORK LOCATION: Les Cayes , with planned visits to main Office

SCHEDULE: 40-48 Hour per week

CLOSING DATE: July, 10 2024

World Relief (WR) is an international non-governmental organization with offices in 20 countries in Africa, Asia, the Caribbean, and the Middle East. WR's mission is to mobilize the church to serve the most vulnerable, and WR works through churches and other community groups in the areas of health and nutrition, agriculture, savings, water, sanitation and hygiene, and peacebuilding, both in relief and in development capacities. World Relief has been operating in Haiti since 1993.

Position purpose :

The Agriculture coordinator will provide overall leadership in field planning, coordination, management, designing, implementation and reviewing all Agriculture recovery and rehabilitation through the field team in South department in accordance with relevant WRH Strategies, policies and standards.

The key responsibilities of the role include the following but not limited to:

- In collaboration with the BHA Program Manager, monitor, track and support the field facilitation and coordination of Community-Based Agriculture initiatives across the BHA Project intervention area
- Identify, monitor and track Community-Based Agriculture initiatives across the project intervention area
- Support crop production including pest management, greenhouse propagation, transplanting, sowing, weeding, irrigating, fertilizing, and harvesting.
- Support compost operations including gathering and tracking of compost throughout the property, operation of mid-scale aerated static pile compost system, and field sheet mulching.
- Support infrastructure development, irrigation, farm maintenance, cleanliness and organization, distribution efforts, occasional deliveries, and farm stand shifts.
- Support resource development and staffing for all departments as needed.
- Support farm stand and post-harvest pack shed as needed.
- Operate within and promote a culture of food safety practices through actions and recordkeeping.
- Facilitate the project farmers/associations or Cooperatives identification, training and inputs and tools distribution

- Monitor proper use of distributed inputs (seeds and materials) and appropriate implementation in respect to the guidance to rationalize the used tools and inputs and for a maximum production
- Conduct the development and maintenance of a database to track the project activity progress of these Community Based initiatives and to produce regular summary reports of activities across the project area
- Oversee the promotion and implementation of the long-term and medium-term outcomes of farming activities – Pathways to Change
- Monitor progress and identify and address critical issues in agriculture in a timely manner
- Support, facilitate and prepare regular assessments of progress of the Agriculture sector initiatives

Unit leadership, administration, communication and staff supervision

- Leads the Agriculture field unit of the section, including managing staff, the development of work plans and conducting performance appraisals
- Develop and report on the Section's annual/periodic work plan
- Produces reports for all activities undertaken in the appropriate format for the activity
- Contributes to WRH Newsletter with project activities to strengthen the publication with updated and meaningful lessons and practices.

Project Implementation, Monitoring and Evaluation

- Work with the Food security and Livelihood Technical Advisor, M&E Officers and other partners on how to interpret and use data/findings to guide targeted interventions and decision making
- Work closely with the MEAL field officers to conduct routine surveys.
- Timely development of monthly, quarterly, semi-annual and annual performance reports and highlighting success stories arising from the field
- Represent the organization as required in field inter-agency and government coordination meetings and if possible initiate the coordination forum by liaising with other organizations working in the operational area where appropriate.
- Carry out any other task as requested by the supervisor

Key selection criteria

Qualifications

- Postgraduate qualification in Agriculture development, rural development, environmental management, or a related discipline/studies
- Knowledge of SPHERE and national quality standards
- Additional course or personal learning on community development, livelihood project and business management is an asset

Technical expertise

- At least 5 years of direct relevant experience working in the area of Agriculture, Food Security and at least 3 years in humanitarian setting, preferably in Haiti
- At least 4 years of experience in staff management, team leadership and project management
- Ability to interact well with the local communities in Haiti.
- Experience working with local non-governmental organizations, civil society organizations or other non-state actors
- Proven ability to facilitate stakeholder consultations to reach a workable solution
- Experience in intervention projects with strong community involvement
- Experience in partner and stakeholder coordination and networking
- Experience in designing and implementing social and behavior change communication
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- Experience with training and mentoring counterparts and supervising attachments and staff
- Experience working with PC systems and MS Office/365 and Teams software

Desirable

- Knowledge of WR's target areas in South & South East Departments and understanding of the humanitarian crisis in Haiti
- Ability to multi-task effectively as well as display professionalism and confidence.
- Ability to work under pressure, with short time frames, and in risky situations.
- Ability to travel across all field locations in South department and other hardship areas for project implementation.

Language skills

- Excellent communication skills (oral and written) in French & English, with the capacity to engage effectively with government, public and community audiences
- Excellent cross-culture communication and teamwork skills

Interpersonal skills and cultural awareness

- Demonstrated capability for collaborating and working in an integrated programme involving colleagues from several different countries, cultures and academic backgrounds

- Understanding of current Haiti regional Agriculture administrations, and experience of working with gender, culture and human rights issues relating to agriculture production and communities

Code of Conduct

- Haiti is committed to ensuring that all individuals we come into contact with through our work, whether team members, community members, program participants, or others, are treated with respect and dignity.
- We are committed to the core principles and take affirmative steps regarding the prevention of sexual exploitation and abuse and Persons Trafficking laid out by the UN Secretary-General and IASC. We will not tolerate child abuse, sexual exploitation, abuse, or harassment by or of our team members. As part of our commitment to a safe and inclusive work environment, team members are expected to conduct themselves in a professional manner, respect local laws and customs, and adhere to the Haiti Code of Conduct Policies and values at all times.
- Team members are required to complete mandatory Code of Conduct e-learning courses upon hire and on an annual basis and to disclose all potential and actual violations of our Code of Conduct, which may include Conflicts of Interest, Fraud, Corruption, Discrimination or Harassment.
Together we can reinforce a *culture of respect, integrity, accountability and transparency as we move "Forward Together"*.
- For World Relief staff, strong commitment to the mission, vision, and values of World Relief is essential, and Christian faith is a prerequisite for employment, based upon United States federal guidelines provided in Title VII of the Civil Rights Act of 1964.
- World Relief is both an equal opportunity employer and a faith-based religious organization. This means that we conduct hiring without regard to race, color, ancestry, national origin, citizenship, age, sex, marital status, parental status, membership in any labor organization, political ideology, or disability of an otherwise qualified individual.
- The status of World Relief as an equal opportunity employer does not prevent the organization from hiring staff based on their religious beliefs, so that all staff share the same religious commitment.

HOW TO APPLY

Please send your applications to the following email address: wradmin@wr.org with "Agriculture Coordinnator " in the subject line. Attach the following documents: Cover letter, Curriculum Vitae, Degree & Certificates obtained. Not later than July 10, 2024.