

**Embassy of Ireland, Tanzania**  
**Job Description – Senior Livelihoods Advisor**

**Introduction**

Irish Aid is the Government of Ireland's programme of assistance to developing countries operating under Embassy of Ireland in Tanzania. In support of the Government of Tanzania's goal of inclusive economic growth and poverty reduction, Irish Aid's country strategy focuses on Health, Nutrition and Agriculture with a strong governance component supporting the achievement of results across the programme.

The programme is guided by the Irish Aid Tanzania Country Strategy Paper (CSP) 2011 –2016 which has a significant emphasis on building government systems and a focus on partnership and interventions that deliver results for the poor men and women and vulnerable communities. The programme is underpinned by a strong commitment to aid effectiveness and is aligned with the priorities of the Tanzanian Government's National Development Plan, the MKUKUTA II (2010-2015).

With an annual budget of approximately €26 million, the programme is focused on improving the livelihoods of smallholder farmers and pastoralists, improving the nutrition and health status of citizens and strengthening public governance and structures to be responsive and accountable. Cutting across all our work is a commitment to gender equality, strengthened domestic accountability and good governance. In our livelihoods work our objective is to increase efficiency and productivity in the agriculture sector for male and female smallholders and pastoralists. This is implemented through engagement in the agriculture public policy arena and through programmes supporting value chain development and support for civil society organisations promoting a stronger voice for male and female farmers. While the Embassy focuses on consolidating achievements and lesson learning from our investments, in the remaining period of the CSP a key priority will be research and analysis to feed into the development of a new programme from 2017 onwards.

**The Position**

The Embassy is seeking to recruit a highly motivated and experienced **Senior Livelihoods Advisor** who will contribute to the delivery of key results set out in the Embassy business plan. The post-holder will be a senior member of the Livelihoods Team and report to the Livelihoods Programme Manager. He/she will also be expected to work closely with other Programme Advisors and Embassy staff.

The post holder will be responsible for the Embassy's ongoing engagement in public policy in agriculture, for the management of a select number of current Irish Aid partners and for technical advice and analysis for the design of a new programme contributing to improved livelihoods in the next country strategy. The post-holder will provide technical and policy advice to inform and represent Irish Aid's position in national policy forums.

The primary duties and responsibilities of this post are:

## **Programme Management and Monitoring**

- Manage the implementation of selected partner programmes including appraisal, monitoring (including field visits) and lesson learning and review of annual narrative and financial reports.
- Maintain a strong results focus with partners and provide regular technical input into, and support for, the implementation of work-plans.
- Ensure that fund disbursements adhere to Irish Aid's accountability mechanisms and that progress, impacts and risks are highlighted to Irish Aid's management and relevant stakeholders.
- Produce quarterly and annual reports on the achievement of programme results and sector developments.
- Strengthen the coherence of proposed activities within the CSP and ensure there are strong nutrition linkages with the Agriculture and related sectors.
- Engage in Irish Aid Business Planning and review as appropriate.

## **Public Policy Analysis, Dialogue and Influencing**

- Monitor and report on public policy environment that impacts on livelihoods with a focus on agriculture including key discussions, reports and policy papers and contribute to key discussions, sector reviews, and evaluations.
- Ensure public policies and frameworks in agriculture take account of the needs of smallholder farmers, both men and women and are nutrition and gender sensitive.
- Ensure that public policy investments by Irish Aid are managed in accordance with provisions of MOUs and partnership agreements.
- Promote and contribute to improved sector coordination.
- Build strong and effective working relationships with Government of Tanzania, civil society, and other Development Partners working in the agriculture and related sectors.
- Participate and represent the Embassy of Ireland in relevant government sector working groups
- Support senior management in their policy engagement through the preparation of technical and programme briefings and speaking points/speeches.

## **Research and programme design**

- Manage and coordinate a new research programme at district level
- Ensure research, analysis and experience from Tanzania and regionally is provided to inform decisions around a future livelihoods programming (including liaison with colleagues in other Irish Aid key partner countries and in head quarters).
- Lead on the design of a new programme taking findings generated into account

**Qualifications, skills and experience:**

- A Masters Qualification in Rural Development, Livelihoods, Agriculture science or related discipline relevant to the requirements of this post;
- A minimum of eight years relevant technical and managerial experience working in the field of agriculture and/or livelihoods in Tanzania. It is desirable that at least 4 of these years will have been spent working at a senior level with a locally based institution or international organisation)
- A sound understanding of the political, economic, social and cultural environments impacting on livelihoods in particular as they impact on women empowerment in Tanzania; including a clear understanding of the relevant Tanzanian public policy institutional and policy framework.
- Knowledge of the markets for the poor approach, including knowledge of youth and women's economic empowerment desirable
- Experience in programme planning and management with an emphasis on managing for results
- Evidence of sound analytical skills and research skills and experience in managing research also desirable
- Fluency in Swahili together with excellent oral and written English
- Evidence of good interpersonal, networking and communication skills.

**Performance management**

The Embassy of Ireland operates a Performance Management Development System (PMDS) based on that used in the Irish Civil service. Managers agree with the staff member the goals, key tasks and targets to be achieved and aligned to an annual business plan. Performance is reviewed mid-year and at year-end. The PMDS also includes agreed on-going professional development actions. The Senior Livelihoods Adviser will agree his/her profile with the Programme Manager and in turn manage the process with those reporting to him/her.

**Outline Terms and Conditions**

- This position will be offered on a three year renewable basis. A six month probationary period will apply
- The salary scale for this position will be commensurate with qualifications and experience
- The embassy operates an employee health benefits scheme
- There are 24 days of annual leave

**Applications:**

Interested candidates should forward a cover letter together with their most recent Curriculum Vitae and contact details, to [stephen.simbila\[at\]dfa.ie](mailto:stephen.simbila[at]dfa.ie) by **8<sup>th</sup> June 2015**. Only shortlisted candidates will be contacted.

The Irish Embassy in Tanzania is an equal opportunities employer.