

# JOB PROFILE

How to Apply for this Job

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Tom Price/Tearfund

## Background on Tearfund

**Who we are:** We are a Christian organisation partnering with the local church wherever possible to see change in the lives of those in greatest economic need. We believe poverty is caused by broken relationships with God, others, the environment and ourselves, and working to see those relationships restored is key to how we work. We want to see change that is economic, material, environmental and spiritual. See: Tearfund's [Theory of Mission](#)

**Our vision:** To see people freed from poverty, living transformed lives and reaching their God-given potential

**Our mission:** We follow Jesus where the need is greatest, responding to crisis and partnering with local churches to bring restoration to those living in poverty

**Our values:** We aspire to be courageous, truthful, compassionate, servant-hearted and Christ-centred

*Relevant scriptures include: 2 Cor. 5:8-11, James 3:18, Romans 8:18-25, Philippians 4:7, John 10:10, Luke 4:16-21 and Micah 6:8*

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## Tearfund's Application Process

All applications need to be completed online using our online registration form. As you progress through your application, please ensure that you save each section.

If after reading though this Job Profile, you have any questions or want to find out more about our recruitment process, please do not hesitate to contact [recruitment@tearfund.org](mailto:recruitment@tearfund.org).

In this Job Profile pack we've included a full Job Description as well as a Person Specification. Please ensure that your application clearly shows how your skills and experience meet the requirements for this post.

## Job Profile

<b>Job Title</b>	<b>Agriculture and Livelihoods Technical Advisor</b>
<b>Group</b>	International Group
<b>Team</b>	Technical Support Team
<b>Location</b>	Malawi
<b>Responsible to</b>	Lead Agriculture and Livelihoods Technical Advisor

### Part 1 – Job description

#### 1. Main purpose of the job

With financial support from Mennonite Central Committee Canada, by way of project funding from the Canadian Foodgrains Bank (CFGB), The Agriculture and Livelihoods Capacity Development Program (ALCDP) aims to improve food security and resilience of African communities through resourcing an Agriculture and Livelihoods capacity building team. The ALCDP has the following strategic aspirations:

- The CFGB Network's African A&L capacity-building team** provides high-quality, in-person and ICT-based training and support in sustainable agriculture, project design and management, and associated subjects.
- Well-managed, gender balanced **Partner Organizations** help local communities improve food security and climate resilience through effective extension methods, high quality technical expertise, and multi-stakeholder partnerships.
- The CFGB Network**, built on trust and fully owned by Members and Partners, maximizes multi-directional learning and support and leverages its synergistic value through collective research, marketing, and advocacy.

The Advisor supports the capacity development of implementing Partners in Southern Africa by facilitating learning activities such as exchanges, workshops, conferences and literature dissemination. S/He will utilize monitoring and evaluation data collected by partners to understand the overall progress in reaching project outcomes. S/He will also coordinate with national, regional and global organizations promoting Agriculture and Livelihoods activities, including Conservation Agriculture, in order to advance CFGB Members and Partners interests and visibility in the region.

#### 2. Position in organisation

- Grade: 2
- Reports to: Lead Agriculture and Livelihoods Lead Technical Advisor
- Liaises closely with: TST team, regional cluster teams, country staff and partners.

#### 3. Tearfund's Christian culture

We believe that prayer and discernment is fundamental to Tearfund achieving its mission of restoring relationships, ending extreme poverty and transforming lives. As a Tearfund staff member you are encouraged to:-

- Engage with Tearfund Prays and the Prayer hub
- Lead or participate in spiritual sessions of prayer and biblical reflection within your group

- Be committed to Tearfund's Mission, Values and Beliefs statement and to be actively working and living in accordance with Tearfund's Christian beliefs and theory of mission
- Maintain your own spiritual development, discover your gifts/callings and grow in discipleship

#### **4. Organisational requirements**

- All staff are expected to live out Tearfund's values as they represent Tearfund externally
- All post-holders are expected to fulfil their personal objectives set by their line manager, contribute to their team's overall objectives, take responsibility for reviewing their ongoing personal development and maintain an awareness of Tearfund's strategy.
- All Tearfund staff share responsibility to promote and maintain a strong safeguarding culture, including identifying the key actions they should take given their role and responsibilities.

#### **5. Scope of job**

- Shape strategic response and program design
- Partner Support
- Liaison within the broader sector ensuring coordination with other teams internally.
- Learning

#### **6. Duties & Key Responsibilities**

- Shape strategic response and program design
  - Support the Lead Agriculture and Livelihoods Lead Technical Advisor in designing projects related to Agriculture and Livelihoods within the region, and specifically in the countries supported. .
  - Develop educational materials and curricula which will strengthen the programming capacity of the CFGB network
  - Support members and partners in the development of proposals and in evaluations.
  - Use Knowledge-building and adaptive approaches to extension and agriculture technology development in the design and delivery of programmes.
  - Provide technical support to Tearfund's Agriculture and Livelihood work in Africa, inputting into programme design.
- Partner Support
  - Assist partners in the technical design and development of, and support to partners in the implementation of Agriculture and Livelihoods projects (agriculture technology, extension approaches, budgeting, monitoring and evaluation, etc.)
  - Conduct regular field visits to ensure that projects are implemented effectively, mentor project staff, and propose changes to improve outcomes (travel expectation = 30% of work days)
  - Utilise monitoring and evaluation data collected by partners to understand the overall progress in reaching project outcomes.
  - Organise and lead training events for partner staff and follow-up with partners after trainings to monitor progress
  - Participate in project evaluations when requested
  - Support the capacity development of implementing Partners in Southern Africa by facilitating learning activities such as exchanges, workshops, conferences and literature dissemination.
- Liaison within the broader sector ensuring coordination with other teams internally.
  - Represent the network at agriculture-related meetings, conferences and workshops.

- Strengthen information sharing between network staff/members/partners through project exchange visits, joint workshops, etc.
  - Coordinate with national, and regional organizations promoting Agriculture and Livelihoods activities, including Conservation Agriculture, in order to advance CFGB Members and Partners interests and visibility in the region.
  - Coordinator with cluster teams in Africa, as well the other technical teams in the Technical Support Team.
- Learning
    - Keep current on literature related to Agriculture and Livelihood strategies and share relevant learnings with the network
    - Encourage and support applied research on topics related to agriculture
    - Co-manage CA Facebook Discussion Group and CA newsletter along with other ALTAs
    - Contribute to the network's organizational learning through publications and participation in relevant workshops
    - Consolidate learning from CFGB Agriculture and Livelihood programs in countries supported and from others researching and promoting Agriculture and Livelihoods programming in those countries.
    - Build program capacity in countries supported by disseminating learning in the form of workshops, in-person mentoring visits, e-mail support, publications, etc.
    - Ensure that Tearfund country offices, partners and technical teams are integrated into the learning wherever possible.

## Part 2 – Person specification

### Job title: Agriculture and Livelihoods Technical Advisor

	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A Master's Degree in agriculture or a related discipline</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Significant skills and experience with agricultural development projects in Sub-Saharan Africa</li> <li>• Substantial experience in providing agricultural extension services</li> <li>• Experience working with Ministry of Agriculture staff</li> <li>• Experience in program monitoring and evaluation including designing and implementing surveys and conducting data analysis.</li> <li>• Experience working with and through local partners</li> </ul>	<ul style="list-style-type: none"> <li>• Familiarity with Results Based Management and Livelihoods Framework Analysis</li> <li>• Experience working with CFGB-funded programs</li> <li>• Experience managing multi-country projects</li> <li>• Experience with marketing of agriculture commodities</li> <li>• Experience influencing government policy</li> <li>• Economic analysis experience</li> <li>• Research experience</li> <li>• Experience in designing and delivering distance learning courses</li> <li>• Publications in agricultural and development journals</li> </ul>
<b>Skills/Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to motivate and develop the skills of others</li> <li>• Analytical and problem solving skills</li> <li>• Ability to work both independently and as part of a team</li> <li>• Proven track record in report writing</li> <li>• Training, facilitation and presentation skills</li> <li>• Knowledge of information technologies including spreadsheets, statistical software programs, and webinar delivery platforms</li> <li>• Fluency (written and spoken) in English</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Committed Christian with a personal relationship with God</li> <li>• Committed to Tearfund's Mission, Values and Beliefs</li> <li>• Understanding of, and commitment to, Tearfund and CFGB's Vision, Mission, Goals &amp; Objectives</li> <li>• Self-disciplined with ability to work proactively, using own initiative.</li> <li>• Demonstrates sensitivity and skills in cross cultural communication.</li> <li>• Commitment to diversity and inclusion, including gender and disability. Demonstrates sensitivity and skills in working cross culturally.</li> <li>• Self aware and able to learn from others.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Servant leadership</li> <li>• Able to balance task-delivery and people-focus</li> <li>• Willingness to live and travel in basic conditions</li> </ul>	
<b>OTHER COMMENTS:</b> <b>All roles require a DBS/Police check</b>		