

JOB PROFILE

How to Apply for this Job



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 [Theology 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

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 through 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.

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

Job Title	Environmental and Economic Sustainability (EES) Advisor - AFRICA
Group	International
Team	Africa [East & Central Africa (ECA), Southern and Eastern Africa (SEA), West Africa (WA)]
Location	TBC
Responsible to	Strategy & Quality Lead/Deputy Regional Director

Part 1 – Job description

1. Main purpose of the job

To advise, support and facilitate the Africa regions and teams in Africa develop and deliver programmes and advocacy initiatives that are environmentally and economically sustainable (EES) as part of the Africa EES strategy and Tearfund's EES corporate priority.

2. Position in organisation

- Grade 3
- Responsible to Strategy & Quality Lead/Deputy Regional Director
- Collaborates and coordinates closely with all the Africa Regional teams eg. East and Central Africa -ECA-, Southern and Eastern Africa [SEA] & West Africa [WA].
- Collaboration and coordination closely with Tearfund EES Coordinators and the Global advocacy team.
- The Country Representatives remain responsible for the overall relationship with partners and other internal and external relationships, and for the allocation and disbursement of country and programme funds
- Outwork and support EES initiatives within the Collaborative Afrika framework

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 expected to:-

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

Dimensions & limits of Authority

- The post holder will work closely with Country Directors, programme and advocacy staff to advise, develop, monitor, implement and evaluate EES components of their country strategies, ensuring delivery of their contribution to the region EES strategy.
- The post-holder will work closely with the country leadership to ensure partners and their programme staff have the capacity to develop, monitor, implement and evaluate EES programmes outlined by country strategy;
- The post-holder is responsible to coach, mentor, advise, train and otherwise support Tearfund's partners in all aspects of Environmental and Economic Sustainability work, so that they can be as effective as possible in outworking Africa's EES strategy that covers country strategies as well.
- Accompany partners on submissions to in-country and international institutional donors;
- The post-holder will work closely with Tearfund EES coordinators and any EES work related teams in order to deliver quality programmes in country;
- The post holder will actively participate in the Advocacy matrix team.
- The post holder reports to the Strategy & Quality Lead/DRD on the overall progress of the Africa EES strategy and external policy actions, including allocation of programme funds where relevant.

6. Duties & Key Responsibilities

Designing, Implementing, Monitoring & Reporting

- Bring strategic leadership, facilitating regions wide EES movement that ensures relevance and innovation in the implementation of the Africa EES strategy. Ensure delivery of the Africa EES strategy and implementation plan.
- Assist country offices and their partners to design programmes that meet EES requirements and relevant standards;
- Mentor, accompany and provide advocacy support to country teams and partners with regards to EES advocacy initiatives from design to implementation.
- Advise the Africa Regions with regards to opportunities and potential for scaling up impactful EES work in the region.
- Support integration of EES as a priority sector and integrate the same within CCT and Fragile States work. Also ensure that the DM work across Africa is strong on integrating EES as a cross cutting theme.
- Support the region and country teams in accessing funding for EES work.
- Assist Country teams to review partner's proposals in accordance with EES guidelines.
- Carry out monitoring visits to programmes;
- Work with Tearfund financial staff, to help monitor financial reports to ensure accurate budget management related to EES projects;
- Prepare and submit field visit reports, project review reports, technical progress reports and other periodic reports to Africa Regional Directors, EES team to fulfil internal and donor requirements for the projects;
- where necessary, get involved in local and national government line agencies and NGOs for monitoring

the project with views to sharing the learning from the project;

- As required to conduct regular monitoring and inspection visits to partner's project areas and advice and support partner's staff with the identification and solution of technical issues, providing supports, coaching, mentoring and guidance;

Capacity Building and Knowledge Management

- Ensure country teams and partners have adequate technical capacity to deliver EES outcomes through programmes and other initiatives. Identify where there are gaps.
- Facilitate country team and partner learning in order to improve the quality of programmes, this include organizing workshops, exchange learning visits, professional training and other means appropriate;
- Collect learning of EES from partners, analyse and manage the knowledge and distribute it to different users and audiences in order to improve and promote EES work in the region.
- Work with the EES team to contribute to the global EES learning initiatives and activities.

Policy and Influencing

- Initiate to identify potential issues for advocacy around EES issues and develop strategy for advocacy both at local, national and regional levels.
- Develop education, awareness, and sharing documents, and extension materials such as project briefs, lessons learned papers, policy brief papers etc. for sharing the experiences of and information on the project with partners, visitors, stakeholders, beneficiaries and policy makers;
- Organise meetings, workshops and other information dissemination events with different stakeholders to fulfils the project objectives;
- Participate in related forums and meetings and share the experience of the project with the objective to bring positive changes in the national and potentially in the global policies on disaster risk reduction.
- Identify key actors of advocacy and develop relationship for roll out advocacy and involve other like minded consortium/agencies such as INGOs, NARRI Consortium, Solidarites International, Save the Children, Department of Disaster Management, UN/National regions, so on with other members of DeSHARI consortium.
- Facilitate coordination with other EES programme actors in Africa and priority countries within it;

Team Involvement

- Listen to team members and support relationship development and a solid, positive environment. ● Model and promote effective team working and providing technical supervision, guidance and monitoring.
- Coordinate and engage with all team members, working together in a participatory and inclusive manner in the visioning and outworking of strategy and programmes.

Corporate Policy and Compliance

- Oversee and monitor the integration and implementation of Tearfund's Quality Standards in Tearfund and partner programming, including advising and arranging capacity building in the quality standards.
- Contribute towards promoting and adhering to Tearfund's Purpose, Basis of Faith, Core Values and Operating Principles.
- Provide support and guidance to team members and partners to ensure all activities are compliant with standard operating procedures.
- Contribute towards compliance with all host country legal, contractual and statutory requirements as delegated by the Line Manager.

Part 2 – Person specification

Job title: EES Advisor - AFRICA

	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> Degree or tertiary qualification 	<ul style="list-style-type: none"> Degree or tertiary qualification in environmental studies, food security, economic studies or community development related subjects
Experience	<ul style="list-style-type: none"> Proven experience of designing, implementing, monitoring and evaluating development projects or programmes of disaster risk reduction, climate change adaptation, livelihood, food security. Proven experience of identifying potential issues for advocacy and developing strategy and activities for advocacy both at local and national level. Working knowledge of Red Cross Code of conduct, SPHERE, CHS, and other humanitarian and community development related codes and guidelines. Proven experience of working with a variety of groups, including Churches, para-Church organizations, local NGOs, and international NGOs. Proven experience of coaching and mentoring with partner organizations. 	<ul style="list-style-type: none"> Experience managing or working in projects funded by institutional donors such as: Europe Aid, DFID, ECHO, USAID, etc. Experience of working within (and leading) a multidisciplinary and multicultural programme team. Logistics and/or financial management
Skills/Abilities	<ul style="list-style-type: none"> Ability to understand and appraise EES technologies In step with new aspects of innovation and EES Good communication skills Good command of English and French Excellent English and French writing ability Excellent attention to detail and administrative skills Skills in grants acquisition Skills in data and information management Skills in capacity building, including aspects such as one-to-one mentoring, leading presentations, etc. Ability to express complex issues in a concise, accurate and diplomatic manner. Excellent skills in Word, Excel, PowerPoint Ability to win the trust and respect of those of different backgrounds and perspectives Ability to give trust and respect to those of different backgrounds and perspectives Ability to manage multiple deadlines in a timely, effective manner Programme monitoring abilities and ability to influence others toward change Skills in drafting or reviewing proposals, budgets and reports 	<ul style="list-style-type: none"> Strong IT skills related to using online data management systems Understanding of finance and logistics systems needed for organizational functioning

Personal Qualities	<ul style="list-style-type: none"> ● Committed Christian with a personal relationship with God ● Committed to Tearfund's Mission, Values and Beliefs ● Christian motivation in relation to injustice and serving those in need. ● Able to demonstrate emotional intelligence and sensitivity and spiritual maturity ● Team player ● Understanding and sensitivity to cross cultural issues ● Commitment to accountability to beneficiaries and transparency, showing dignity and respect, and demonstrating listening and understanding ● Able to demonstrate a commitment to their own continued professional and personal learning and development' ● Flexibility, ability to remain calm under pressure ● Willingness to travel and live in basic conditions 	<ul style="list-style-type: none"> ● Understanding and sensitivity to cross cultural issues ● Flexible and adaptable to ever changing environment
OTHER COMMENTS: <ul style="list-style-type: none"> ● Regular travel across region countries is a requirement ● All roles require a DBS/Police check ● Tearfund is a member of the SCHR Misconduct Disclosure Scheme ● Personal identification information will be submitted against a Watchlist database to check against criminal convictions as a counter-terror measure 		