

Job description

I. Job details

5. Title of job holder	Field Officer - Galmudug
6. Salary Group	SG 05
7. Immediate superior (in disciplinary matters)	Field Coordinator
8. Subordinate position(s)	To be decided on relevant occasions
9. Representation represents	to be decided on relevant occasions
is represented by	to be decided on relevant occasions
10. Contract period	15/10/2023 – 14/10/2024

Objectives, duties, areas of responsibility

1. Objectives of the position

Purpose of the position

The Field Officer will provide technical guidance to partners in Galmudug region as well as liaison, information and coordination services and act as the first point of Welthungerhilfe (WHH) in the state in matters related to Program implementation. The field officer will work closely with the field teams of local partners in the region, and technically support them in WASH/FSL, natural resource management (Area Protection), value chains (IGA, VSLA) related aspects of their work and technically coordinate with the respective clusters in the region to establish good visibility of the organization in the region.

Job Duties and Responsibilities

- Oversee implementation of project activities by the partners in the region
- Participate in the assessment and monitoring of the humanitarian situation in the assigned areas and report back to WHH field coordinator and also provide technical support to implementing partners during project implementation.
- Establish and maintain contacts with various groups including individual beneficiaries of the running projects, humanitarian organizations, cluster members and local authority groups
- Report directly to the field coordinator – South-Central Somalia for any events and changes within the region that could have an impact on the project.
- Travel regularly within the assigned areas of project implementation by the active partners in the region.
- Attend and actively participate meetings with stakeholders, such as local authorities, community leaders and humanitarian agencies.

- Collect relevant project data with the support of the Field based MEAL officer and share it back with the field coordinator for decision making
- Coordinate at field level with partners and relevant stakeholders in matters related to WHH's intervention in the region.
- Compile project monthly progress reports and shares it with the field coordinator and the head of project.

Representation

- Actively represent WHH in regional WASH and FSL clusters, INSO and SNC meetings at the state.
- Regularly update the WASH cluster 4W matrix, FSC reporting matrixes and share with the Field Coordinator and head of the project.
- Develop and maintain relationships with relevant stakeholders (e.g., beneficiaries, community leaders, local and national government officials, donors, UN agencies and other NGOs) and represent WHH at relevant meetings (e.g. state and local government and sector-coordination) in order to facilitate and ensure cooperation and partnerships
- Seek out and actively participate in relevant local networks or task groups on specific humanitarian aid issues.

Communication, Coordination & Reporting

- Develop and maintain appropriate, regular, transparent and supportive communication structures with the local implementing partner, WHH's internal and senior management, and other relevant stakeholders (e.g. beneficiaries, community leaders, local and national government officials, UN agencies and other NGOs), with the objective of ensuring good cooperation and partnerships.
- Establish and maintain excellent **rapport and regular communication** with the project teams and partners, relevant external stakeholders, and relevant other WHH colleagues/ teams/ departments,
- Ensure Partners submit complete and timely monthly/quarterly narrative reports.

Quality Management

- Document IP's capacity building needs and Actively strengthen capacity of partners and team members with the help of the senior management on relevant sectors during remote, online, on-the-job, face to face engagement with the project teams and by coaching and mentoring,
- Ensure projects activities are implemented in line with WHH's internal guidelines, clusters, donor proposals and requirements and in accordance with country and international standards e.g., Sphere and CHS standards, etc. Follow the direction of WHH senior management team regarding quality, strategy, and technical guidelines.
- Identify key areas of gap for the implementing partners' staff and plan to implement appropriate and adequate training to Partners' staff based on identified capacity and technical gaps.

Monitoring & Evaluation

- Ensure regular and structured supervision visits are conducted to intervention areas to observe and report back the progress of project activities.
- Ensure partners provide WHH's hotline numbers to the beneficiaries to ensure that their feedback is recorded and used for future programming.

Requirement

1. Degree in Water/ Natural resource management/Agriculture/.
2. More than 3 years' experience implementing multisector projects with either WASH/NRM/FSC/ Value chain.
3. Should have a minimum of one year experience in supporting partner implemented projects.
4. He/She should have previous work experience in Somalia preferably South Central.
5. Technical report writing skills.
6. A team player
7. Proficiency in both English and Somali languages

Qualified candidates are encouraged to submit their applications with the position applied for as the subject. The application should include a one-page cover letter clearly stating their motivation, qualifications, salary expectation, availability, and a detailed CV with contact details of three referees, two of which must be from previous employment to:

recruitment.somalia@whh.de

The Human Resources Manager,
Welthungerhilfe / German Agro Action,
P.O Box 38829-00623
Nairobi
Application deadline: 18th October 2023

Only shortlisted candidates will be contacted.

Welthungerhilfe is an equal opportunity employer and does not discriminate in its selection and employment practices neither does it **charge any fee for recruitment**. Qualified women are strongly encouraged to apply