

Area Program Coordinator(L&R Aligned)

Location: [Africa] [Lesotho]

Town/City: Quthing

Category: Food Security & Livelihood

Job Type: Fixed term, Full-time

Area Program Coordinator

Pitseng Area Program

Reporting to : Northern Region Programs Manager

Purpose of the Position

Provide operational and administrative oversight and management to the Area Program (AP). This includes resources and internal stakeholders (staff) as well as engagement with AP support structures both within and outside the AP for overall performance.

Provide full technical support and oversight in the planning, execution and monitoring of the Economic development and food security technical program within the AP to improve access to economic development and food security practices.

Lead, manage and facilitate the participation of all stakeholders in the AP in collaboration with Sponsorship, Advocacy and Community Development Coordinators (SACDC), community members including children in execution of the AP plans. At the same time building the culture of learning and responsibility for project sustainability. To lead the technical implementation of the food security and economic development technical program, within the assigned APs and work in collaboration with the Technical Program manager to fully align with the National Office Strategy.

MAJOR RESPONSIBILITIES

Program Management and Reporting

Produce quality Activity, Monthly, Impacts, Semi-annual and Annual reports

Program Development and Grants Acquisition

Have new Projects responding to community needs

Networking, Liaison and Advocacy

Work with relevant stakeholders to achieve organizational mandate

People Management

Performance annual plans/appraisals produced. Well capacitated staff members who able to execute the roles and responsibilities accordingly.

Learning and Innovation

Good lessons and practices documented and shared with relevant stakeholders

KNOWLEDGE, SKILLS AND ABILITIES

Minimum education, training and experience requirements to qualify for the position

1. Must have University Degree in Bachelor of Science in General Agriculture or any specialized discipline in this Field.
2. Must have at least 5 years international Non-Governmental Organization work experience
3. Should have leadership and team work building skills
4. Should have project Management and design experience as well as implementation, monitoring and evaluation skills.
5. Should have Excellent interpersonal, organizational, time management, leadership and management abilities
6. Should have a strong English and Sesotho communication skills (oral and written)
7. Should have a strong detail orientation and negotiation skills

additional work experience required as a minimum qualification for this position.

1. Must be computer literate in Word, Excel, Power Point
2. Must be cross cultural sensitive, flexible world view and emotional maturity
3. Should have experience in working with various major donors and government donor agencies.
4. Must have capacity to function well in a team and contribute effectively to team efforts
5. Must prove networking abilities at local and international levels
6. Must have ability to maintain performance expectations in diverse cultural contexts, psychologically stressful environment and physical hardships conditions with limited resources.
7. Must be flexible enough to perform other duties as per requirement

License, registration, or certification required to perform this position

1. Must have ability to empower community to be able to sustain their household members especially children.
2. Must empower community members to have sustained income generating activities

Additional work experience preferred for this position.

1. Must be a committed Christian
2. Should have commitment and ability to inspire others to World Vision Core Values, Vision and Mission statement.

Complete Travel and/or Work Environment statements if applicable.

Work environment: 55% field and 45% Office based

The position is contract based (2 years fixed term contract)

REMUNERATION

Competitive with market standards