

Project Officer— House Hold Resilience (HHR)

Location: [Africa] [Kenya]

Town/City: Nairobi

Category: Project Management

Job Type: Fixed term, Full-time

World Vision Kenya is part of the Inter-Agency Scheme for the Disclosure of Safeguarding-related Misconduct in Recruitment Process within the Humanitarian and Development Sector and all candidates will thus be screened as appropriate for any safeguarding related misconduct

Job Title : **Project Officer - House Holds Resilience**

Reporting to : Cluster Manager

Grade Level : 12

Work Location: Katito, Bandaptai, Bamba, Changamwe, Marafa, Lamu, Kalawa, Golbo, GarbaTulla, Mweiga, Orwa, Ngoswet, Tunyo, Bartabwa

Purpose of Position

To ensure the timely and successful implementation and monitoring of the Child Learning and House Holds Resilience Technical Program interventions and outcomes in the Area Program that contribute to the improved child wellbeing outcomes within the AP. In order to successfully accomplish this job purpose, the job holder must be a professional able to effectively communicate World Vision's Christian ethos and demonstrate a quality of

spiritual life that serves as a good example to others.

Major Responsibilities

Project design, Planning and Implementation- 55%

- Contextualize and adopt the Child Learning &House Hold Resilience TP technical guidelines /designs at the AP level.
- Ensure timely implementation of the House Holds resilience program activities within the AP.
- Provide effective, innovative and technical support to other programs ensuring effective integration for synergies, efficiencies and greater impact.
- Identify and ensure implementation and reporting of the Child learning Technical Program activities in the AP
- Provide effective, innovative and technical support in the Households & resilience project implementation for the AP.
- Ensure sector programming has a focus on the Most Vulnerable Children (MVC) Registered Children (RCs) from the AP community.
- Lead in the timely reviews and documentation of APs child learning gaps, interventions and impact
- Collaborate with relevant line ministries to implement food & nutrition security, and economic empowerment interventions within the AP

- Work closely with the Project coordinator and the AP manager in identification of existing gaps in Economic Empowerment, Food & nutrition Security & Environment sectors programming
- Facilitate adoption of best practice/approaches/models in the course of the implementation of the project.
- Mobilize and sensitize community for empowerment & sustainability
- Establish specific capacity building methodologies for effective delivery & sustainability of project interventions
- Build the capacity of partners (FBOs, CBOs, Farmers Groups) to enable them effectively intervene in food security & economic empowerment appropriately
- Take a lead in building AP staff and community capacities in food & nutrition security & economic empowerment sector interventions through trainings and other information sharing avenues to handle project activities effectively
- Together with partners, conduct regular reflection and learning events;
- Mobilize, equip and empower the Church, other faith groups and Community based organization to integrate empowered World development in Livelihood interventions
- Provide participation data for all children in project activities segregated by RC, non-RC, gender and age.
- Conduct Child monitoring alongside activity monitoring using horizon mobiles

phones;

- Ensure Horizon GIS mapping for all projects, assets, sponsorship interventions, and grants (including HEA) using horizon mobile phones
- Ensure Project activity monitoring is updated using horizon mobile phones on monthly basis
- Ensure Project beneficiary GIS mapping in household's/populating numbers to community assets/facilities.

Quality Assurance, Monitoring, Reporting and Documentation- 25%

- Development of Project Designs and Annual Operation Plans. (4D matrices, DIPs, Annual Budgets).
- Supervise and monitor project interventions in strict adherence to WV Kenya, Kenya government regulations and other agreed standards.
- Develop monitoring plan with communities and partners agreeing on the required standards for monitoring, with support from the DMEAL specialist.
- Ensure project data is captured, validated and updated on horizon and or any other approved World Vision Kenya (WVK) DM&E system.
- In Liaison with AP/Project Accountant, track project implementation expenditure levels and manage work plans and budgets & implement & project audit recommendations;

- Ensure Monthly, Quarterly, Semi- Annual and Annual reports prepared and submitted

Collaborations, Advocacy, Engagement, Networking and Partnerships-15%

- Gather and provide quality feedback and data to be used to develop technical papers and recommendations on key issues for external engagement with decision makers
- Participate in the Annual County Government's Planning and Budgeting process and influence resource allocation to the priority needs of the most vulnerable groups within the Program Area
- Ensure that Program participants and partners are kept informed of all the Government laws and policies in respect to the Technical Program being implemented and any changes to government laws, policies and budgets
- Work with partners and coalitions to engage in advocacy activities with the government structures at the County level, to address the needs of local communities and inform national level advocacy initiatives;
- Work with community groups to utilize advocacy approaches such as Citizen Voice and Action (CVA) and Child Protection Advocacy (CPA) to enable service users and local partners to engage directly with local government service providers to improve the quality of government services for children and to generate information and evidence for use in national level advocacy work.
- Develop timely and accurate funding concepts and proposals in line with donor requirements and WVK standards in collaboration with PC, AP Manager and

other sector specialists

- Mobilize the community for community contribution for project interventions

Others -5%

- Perform any other duty as may be assigned by supervisor or designee from time to time.
- Participate and contribute in committees and task forces which you may be appointed to
- Participate and lead devotions as appropriate
- Any other duty as assigned by the Supervisor

Required Professional Experience

- Excellent communication skills (both oral and written).
- A team player, capable of building staff and community capacity in HHR sector through training.
- Ability to take initiative, a team leader able to work with minimum supervision
- Cross-cultural sensitivity and emotional maturity
- Ability to maintain performance expectations in diverse cultural contexts

Required Education, training, license, registration, and certification

- Bachelor Degree in Agribusiness, Agriculture Education & Extension, Agricultural Economics/Forestry/ Environmental Education/Agricultural engineering or a closely related field from a recognized university
- Post graduate Diploma in Education is an added advantage
- Minimum 3 years' experience in implementing community development work in household resilience programs, agribusiness, agricultural production, food and livestock value chains and other livelihoods programs and activities for sustained economic development
- Experience in Project Management including program design, implementation, monitoring and evaluation and reporting
- Knowledge of and experience working with the Government and community structures
- Experience implementing integrated development programs with a focus on Early Child Development and education
- Good understanding of SPHERE and other international standards.
- Ability to conduct community House Holds Resilience needs assessment, program planning, implementation, monitoring and evaluation of HHR interventions
- Must have ability to develop good working relationships/partnership developed

with all stakeholders (GoK, INGOs)

- Excellent communication, Networking and advocacy skills
- Computer proficiency