

VACANCY Number	2017-7
Job Title	Program Team Leader
Job Grade	KT3
Reports To	Chief Executive Officer
Direct Reports	None
Employment Category	3 years - renewable
Duty Station	Dar-es- Salaam - Tanzania

Purpose of the Job

- Provide Transactional Leadership focused at driving efficient and effective delivery of projects results and outcomes

Specific Responsibilities

- a) Manage existing Project(s) and support Kilimo Trust in mobilizing resources for funded Projects(s) and new complementary projects.
- b) Build the necessary and sufficient single solid team for the project(s) under your leadership; by ensuring the recruitment of highly skilled experts.
- c) Provide strong transactional leadership to: a) the core project team(s), b) sub-grantees and/or sub-contractors, and c) the private sector value chain operators involved in the targeted business linkages - with specific focus on:
 - i) Ensuring effective use and coordination of all resources provided for each project and the compliance of the financial systems and controls of the relevant funders.
 - ii) Lead in the annual planning and reporting of technical and financial results/performance of the project.
 - iii) Provide effective guidance and support to technical members of the management teams and staff assigned to the project.
 - iv) Ensure sound financial management of project funds including budgeting, spending projections and monitoring of payments.
 - v) Ensure high-quality technical and financial reporting in line with requirements of Kilimo Trust and the funding partners.
 - vi) Provide expertise and technical inputs in his/her area of professional qualification.
- d) Manage, monitor and evaluate for results to ensure that outcomes and impact targets are delivered efficiently beyond expectation of clients.
- e) Ensure implementation of a robust strategy for knowledge management, communication and sharing, to:
 - i) Fully contribute materials for the Income Generating Training under Kilimo Biashara Institute of East Africa.
 - ii) Position the project(s) and thus Kilimo Trust at the core of agricultural development and trade-based food and nutrition security in the national and EAC Region.
- f) Ensure value for money in expenses incurred in line with budget and/or requirements of funders - to:
 - i) Deliver recognition of Kilimo Trust as one of leading regional organizations in Delivering Value for Money Results and Solutions.
 - ii) Generate targeted revenue and adequately contribute to ensuring that Kilimo Trust is a Financially Viable and Sustainable Organization.
- g) Build strong synergies between the Project(s) he/she leads, and the other projects of the Trust so as to fully contribute to the delivery of the Mission of the Trust.

Technical Competence Requirements

- a) Ability to provide strong and visionary leadership to the project teams.
- b) Good understanding of Tanzania with ability to establish partnership with the private and public stakeholders in the agricultural sector.
- c) Ability to build business linkages that enable smallholder farmers to access and utilize inputs, finances, knowledge and technologies to improve production and post-harvest handling in response to market requirements.
- d) Impeccable communication skills in writing and presentation.
- e) Experience and track record in Senior level management of agricultural development initiatives and programs funded by development partners, with a good part of that experience gained in Tanzania.
- f) Experience and track record in managing matching grants OR sub-grants.

Educational Qualifications and Experience Required

- a) A Masters Qualification in Agricultural Fields with specialization in either agri-business, agri-extension; agro-processing or agri-economics,
- b) A minimum of Seven years of progressive Project Development and Implementation and two years of which should be at senior Management Level,
- c) A presence, strong personality, proven team working skills and a results-orientated hands-on approach to work.

How to Apply

If you are the right candidate, please send your application letter plus the following:

- ✓ An up-to-date CV, highlighting relevant skills and experience (presented in relation to each of the Responsibilities and each of the experience areas listed above);
- ✓ Copies of evaluation report of at least two of main project tasks you have managed; and
- ✓ The names and contacts of three referees, and a daytime contact telephone number of each of them;
- ✓ Copies of Academic Certificate and Transcripts for O' level, A' level - where applicable , Under-Graduate and Post-Graduate qualifications
- ✓ The names and contacts of your immediate supervisor(s) in the current job and two of your immediate previous jobs;
- ✓ Your daytime contact telephone number; and
- ✓ A statement and proof of current remuneration package

Please submit your application electronically to:

The Human Resource & Administration Manager
Kilimo Trust
Plot No. 42, Princess Anne Drive
Bugolobi P.O. Box 71782,
Kampala, Uganda
Tel: +256 392 264 980/1, 0200 926 498
Email: recruitment@kilimotrust.org

Closing Date: 16th January 2018

Only shortlisted candidates will be contacted