# Kenya Jobs Expertini®

#### Field Officer- Homabay, Migori and Siaya at Gap Recruitment Services Limited

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Company: JobWebKenya

Location: Kenya

Category: farming-fishing-and-forestry

#### **Job Description**

Gap Recruitment Services Limited is a leading recruitment firm in Kenya where International and local companies find just the right fit talent.

#### Key Responsibilities .

Facilitate capacity development of seed companies and seed entrepreneurs to produce quality cassava seed.

Coordinate training of seed companies and seed entrepreneurs on Varietal Selection, Cassava Seed Production Protocol, Good Agricultural Practices, and Climate Smart Agriculture.

Coordinate training of seed companies and seed entrepreneurs on food safety, nutrition, and dietary diversity.

Coordinate distribution of breeder/certified seed to seed companies and seed entrepreneurs by KALRO.

Coordinate distribution of certified seed to seed entrepreneurs by seed companies.

Coordinate inspection of seed companies and seed entrepreneurs farms by KEPHIS.

Facilitate capacity development of processing units on production of safe and nutritious casava products.

Facilitate the strengthening of processing units capacity for increased produce aggregation, processing, and market linkages.

Support TruTrade in the training of processing units on global, regional, and national quality standards.

Support TruTrade to train processing units on flour blending, nutrition, and hygiene and sanitation.

Conduct monitoring visits to the Processing Units to ensure they are commercialized

Facilitate digitized dissemination of market intelligence.

Sensitize and disseminate information to seed companies, seed entrepreneurs, processing units, and offtakers using digital tools.

Coordinate feedback sharing workshops for stakeholders

Facilitate linkages between seed companies, seed entrepreneurs, processing units and offtakers.

Facilitate the establishment/strengthening of county level Root and Tuber Crops fora.

Participate in county level stakeholder meetings.

Contribute to county level discussions on policy formulation through thematic working groups to create an enabling environment for stakeholders.

Facilitate knowledge and information sharing for stakeholders at county level.

Support learning, monitoring, reporting and visibility.

Ensure effective planning, budgeting, and implementation of project activities in the target county.

Work with the M&E officer to ensure accuracy of the log frame data and ensure the log frame is up to date.

Conduct frequent follow up visits to seed companies, seed entrepreneurs, and processing units.

Work with project team and M&E officer to ensure submission of at least 2 case studies every month.

Participate in Result Based Monitoring through data collection, entry, and cleaning.

Support the M&E officer on project database management, including keeping track of all project documents and manuals developed during the project lifecycle.

Prepare activity, monthly, and quarterly reports on the project implementation process.

Support the Programme Manager on monthly, quarterly, and annual reporting and ensuring reports are fully reviewed, and quality and deadlines are met.

Any other duties as assigned by the Programme Manager

#### Minimum Qualifications.

Good understanding of project cycle management approaches, monitoring and evaluation, and capacity building to seed companies, seed entrepreneurs, and processing units.

Good report writing skills.

#### At least 2 years experience with Agriculture/Livelihood.

Program implementation, working with seed entrepreneurs and processing units.

Skills in training/facilitation of development processes, including organization and mobilization of communities and networking among different development partners such as community-based organizations, and government officers.

Proficiency in computer packages especially with MS Word, Outlook, Excel, and other related packages.

At least Degree in Agricultural Extension, Agribusiness, Agricultural Economics, or related discipline.

2 years experience working in a rural setting on agribusiness, food security and livelihoods, and community development projects.

Motorcycle Riding License

Good communication and presentation skills

Ability to work as part of a team across different cultures.

Ability to work with minimum supervision and take initiatives.

Ability to develop effective partnerships and relationships.

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