



**Horn Relief**  
**Vacancy Announcement**  
**Position: Livelihood Technical Advisor**

<b>Organization</b>	Horn Relief, <a href="http://www.hornrelief.org">www.hornrelief.org</a>
<b>Position Title</b>	Livelihood Technical Advisor
<b>Position Location</b>	<b>Nairobi –With Field travels</b>
<b>Duration</b>	1 year <b>with possibility of extension</b>
<b>Reporting to</b>	Regional Program Quality Manager
<b>Working with</b>	70% Somalia program team 30% Kenya and South Sudan program team
<b>Starting date</b>	Immediate
<b>Application deadline</b>	<b>1<sup>st</sup> April 2012.</b> Horn Relief will conduct interviews on an on-going basis.
<b>Vacancy contact</b>	Please send applications to <a href="mailto:vacancies@hornrelief.org">vacancies@hornrelief.org</a> - Horn Relief will only respond to short-listed applicants.
<b>Salary Grade and Range</b>	C2 ( <b>\$33,600-\$38,400</b> ) per year plus additional benefits

**ORGANIZATIONAL BACKGROUND**

Horn Relief is an expanding and vibrant African-based international organization, working with communities to create environments in which Africans can thrive. We work to prevent and overcome situations that adversely affect community well-being by: reinvigorating the economy, developing skills for life and work, providing humanitarian aid, and influencing policy. Our belief that economic, social and environmental security is the bedrock of a healthy community drives the nature and intent of our programming. Horn Relief has been strengthening rural livelihood and delivering innovative humanitarian aid and development programs for the past 20 years. Currently, we have programs in Somalia, Kenya and South Sudan. Our present donor portfolio includes the European Commission, USAID, SIDA, and UNICEF, among others. Horn Relief is an exciting, dynamic organization experiencing managed rapid growth. It offers sound employment conditions with opportunities for personal growth and development

**Position Summary**

To work as part of Horn Relief’s program team, refining, developing and improving livelihood programs. Horn Relief is seeking a qualified and committed individual to join the Horn Relief team as a Livelihoods technical adviser for all operations in **Somalia** and some support to **Kenya** and **South Sudan** as new programs emerge. Based in Nairobi, Kenya, the Livelihoods technical Adviser will be a full-time member of the Horn Relief team and will play a crucial role in the provision of technical, strategic support to food security and livelihoods programs and program staff. The position will require extensive travel to Somalia and within Kenya (approximately 40% of time), assuming optimal security conditions. The person will also lead in the development of

Horn Relief specific program framework for the Livelihoods sector as well as develop strong staff capacity in undertaking assessments and data analysis.

### **Position purpose**

The Livelihood Technical Adviser will be responsible for the development of high quality implementation strategies and plans for the agricultural sector. The agricultural sector includes food security and livelihoods, crop production, agro business development and agricultural related income generating activities, and pastoralism. The strategies and plans will include tools for participatory planning, implementation and monitoring of the sector strategies and plans. The Livelihood Technical Adviser will be responsible for providing technical support and strategic direction to Area Coordinators and field-based livelihoods staff who oversee programme implementation. The Livelihood Technical Adviser will advise for livelihoods-related reporting requirements and ensure that country-wide livelihoods data (M&E system) is accurate and consistently recorded.

### **SPECIFIC ROLES AND RESPONSIBILITIES**

The Livelihood Technical Adviser will undertake a number of duties and responsibilities, including:

- Lead the development of an appropriate Food Security and Sustainable Livelihood intervention strategy within Somalia and Kenya context that includes early recovery, disaster risk reduction and community development.
- Provide technical support livelihood technical staff to ensure that the strategy is implemented to the highest quality standards.
- Develop a thorough analysis of the food security and livelihoods situation through primary and secondary assessments and with due consideration for women and objectives of the programs;
- Co-ordinate surveys and rapid assessments, including training, planning, analysis and report writing. Ensure appropriate field supervision is undertaken and that protocols are adhered to.
- Plan and co-ordinate Horn Relief response as indicated by the results of surveys/situation analysis and related data.
- Lead in using the findings of surveys and ongoing analysis to ensure optimal program performance and design modifications as appropriate
- Coordinate and network with other stakeholders to promote appropriate humanitarian and development programming within the framework of Horn Relief's Food Security and Livelihood policies. This includes attending and engaging with relevant coordination meetings. Determine in each Horn Relief's intervention the scope for linking Emergency Food Security and Livelihoods work and Sustainable Livelihood work, with emphasis on mainstreaming vulnerability analysis and disaster risk reduction as appropriate.
- Design, manage, analyze and communicate technical information across the programme team.
- Identify and assess the capacity needs of the national staff, partners and counterparts involved in the programme, plan and implement capacity building activities.
- Ensure that staffs have clear job descriptions / performance objectives. Support the recruitment of staff in food security and livelihood programs. This may involve the writing of job descriptions, work schedules, training plans and appraisals.
- Ensure that Horn Relief's ways of working and gender equity are mainstreamed throughout the programme.
- Enhance documentation of lessons learnt and best practices of programs to be shared with relevant stakeholders;
- Any other duties that may be assigned.

## SKILLS AND QUALIFICATIONS

Horn Relief is actively seeking a candidate who is committed to its mission and vision. In particular, Horn Relief will be seeking a candidate who has:

- A bachelors degree required but a post graduate degree is preferred in agriculture, animal science, or other discipline that provides an understanding of food security and livelihood programming /or equivalent practical experience.
- A minimum of 4 years experience in the management of Food Security and Livelihoods projects, including a mature understanding of humanitarian and sustainable livelihoods programming in a variety of livelihoods intervention areas, in particular understanding of pastoral livelihoods preferred.
- Proven practical experience in two or more of the following: food security assessments and nutritional surveys, cash based interventions, agriculture and livestock interventions, fisheries interventions, small business / micro-credit interventions; market analysis; .
- Community development skills, including participatory community assessment and planning techniques, with skills in capacity building of communities and experience of working with livelihoods groups/community-based structures.
- Have experience in monitoring and evaluation of programs, in particular livelihoods analysis.
- Experience in Disaster Risk Reduction and vulnerability analysis.
- A sound understanding of the importance of gender in programme work.
- Sensitivity to cultural differences and the ability to work in a wide variety of cultural contexts. Committed to Equal Opportunities (e.g. gender, race, disability).
- Ability to work independently and under pressure in a rapidly changing professional environment. Diplomacy and good interpersonal skills, together with the capacity to remain calm under pressure and not lose sight of strategic priorities.
- Strong competencies in people management, capacity building and coaching;
- Willingness to travel frequently and at short notice, often in difficult circumstances, and to spend adequate periods of time in the field, if security permits.
- Excellent verbal and written communications skills in English required
- Excellent communicator who leads in building relationships within Horn Relief and with other stakeholders such as partners, donors, authorities, etc.
- Good in networking and fundraising

### Application Process

Applications should be submitted **by 1<sup>st</sup> April 2012**. The selection committee will review all applications as they are received. All applicants must meet the minimum requirements described above, and those unable to meet these requirements will not be considered. **No phone calls please. Horn Relief is an equal opportunity employer.**

Each application should include the following:

- Application letter stating why your skills and qualifications are suitable for this position and current contact information
- CV, including detailed work experience, education/degrees
- Professional references (minimum of three, with complete contact information)

All applications should be sent to Horn Relief at [vacancies@hornrelief.org](mailto:vacancies@hornrelief.org) **AND** [hornreliefjobs@gmail.com](mailto:hornreliefjobs@gmail.com) with the subject line: “**Livelihood Technical Advisor**”. Submission of this information should reach Horn Relief **by 1<sup>st</sup> April 2012**.