Program Officer positions at ICCO Cooperation, Regional Office West Africa, Bamako.

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<tr>
<th>Job title</th>
<th>Program Officer Convening and Convincing</th>
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<td>Specification of the job</td>
<td>The Convening and Convincing programme is a five-year multi country programme enhancing the right to food and access to inclusive markets for small holder farmers. Specific target groups are women, youth and marginalized groups. The programme is a strategic partnership with the Dutch Ministry of Foreign Affairs aiming at strengthening the capacity of civil society in policy influencing and advocacy. In the West Africa region the programme will be implemented in Mali and Benin.</td>
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<td>Responsibility</td>
<td>The Program Officer is responsible for designing the programme in the country in collaboration with the coalition partners and local NGO's and CBO's. He/she is the overall responsible for implementing the programme establishing and enhancing relations with local partners within the country and linking with partners and projects in the region and internationally.</td>
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| Tasks | • Assessment and research to identify issues in right to food and access to markets  
• Develop country program in collaboration with coalition and local partners  
• Identify and plan for capacity building support to coalition and local partners  
• Develop annual work plans.  
• Works with M&E advisor the develop an M&E framework and reports accordingly  
• Ensure that our partners' network has the space, and capacity to collectively pursue joint advocacy initiatives;  
• Build and maintain strategic alliances for advocacy purposes;  
• Establish and maintain the mutually reinforcing linkages between advocacy initiatives at national, regional and international levels.  
• Capacitate community groups, youth and women groups, local partners, and local churches to become active in claiming their rights towards (local) duty bearers.  
• Actively link community lobby agenda from the grass root to the national and international level  
• Facilitate linking and learning between all programme stakeholders to enhance program quality. |
| Qualifications and Skills needed | - Good knowledge of the social, economic and political situation of the region  
- Special skills, knowledge and experience in designing and implementing lobby and advocacy programs. Knowledge of food security and value chain development.  
- Proven track record of effective project/program management particularly related to project start-ups. A graduate in development issues coupled with years of experience in international development or a postgraduate qualification.  
- Negotiation, networking, training and facilitation skills  
- Good communication skills, including intercultural communication and communication with ecumenical actors |
| Terms of employment | Initially for a one year contract on consultancy basis, Mali and Benin (based in Mali) |

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<tr>
<th>Job title</th>
<th>Program Assistant Officer</th>
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| Responsibility | Under the supervision of the Economic Development Program Officer, the incumbent will undertake the following activities:  
1. providing technical and administrative backstopping through sound advice/guidance to implementing partners on programs/project related content, day to day management of administrative procedures including logging/filing important correspondences, supporting the farmer groups, organizations and networks to jointly develop and roll-out projects according to established agreements  
2. follow up and monitoring support for ICCO ED work at the different levels of the organization, i.e.: country, regional  
3. support coordination of feedback letters, timely preparation and delivery of internal and external project reports and documents  
4. preliminary desk research, analyze data, and summarize/present findings in a concise manner  
5. any other duty as may be assigned by the ICCO ED Program Officer |
The Program Assistant should have:
- At least a bachelor degree in Veterinary, Agriculture, Rural extension or related subjects
- At least 3 years work experience in in supporting and/or managing agricultural projects, particularly women cooperative projects, experience in apiculture
- Ability to work independently and in remote areas
- Fluent in French and advanced knowledge of English and in Bambara is an advantage

Initially for a one year contract on consultancy basis.

Under the supervision of the Economic Development Program Officer, the incumbent will undertake the following activities:
- Contribute to the formulation of the annual work plan and budget for the project activities.
- Support in the development of training modules on beeswax production for the cooperatives involved
- Coordinate field activities related to beeswax production and management
- Ensure maximum compliance on safety and health procedures
- Conduct regular monitoring and support visits to the project area to monitor progress and impact of the interventions.
- Participate in establishing mechanisms to collect appropriate monitoring and evaluation information of the project activities related to beeswax production
- Prepare reports and other documents as required
- Undertake any other related duties arising within the context of the project

- At least a bachelor degree in Veterinary, Agriculture, Rural extension or related subjects
- At least 3 years work experience in in supporting and/or managing agricultural projects, particularly women cooperative projects, experience in apiculture
- Ability to work independently and in remote areas
- Fluent in French and advanced knowledge of English
- Knowledge of Bambara is an advantage

Initially for a one year contract on consultancy basis

To apply: Prospective applicants should send their CVs and motivations letters to Ataoulaye.bah@icco-cooperation.org with a copy to bert.bosch@icco-cooperation.org no later than December 20, 2015.

Women are specifically invited to apply!