



JOB ADVERTISEMENT

The State Department for Fisheries, Aquaculture and the Blue Economy has developed a programme under a collaborative agreement between the Government of Kenya and the International Fund for Agricultural Development (IFAD) aimed at increasing incomes, food security and nutritional status of poor rural households involved in aquaculture ventures known as The Aquaculture Business Development Programme (ABDP).

The ABDP is national in scope and will target counties with high concentrations of aquaculture activity, high production, existing infrastructure (processing, marketing and research), adequate water resources and marketing potential. The ABDP National Programme Coordination Unit (PCU) is based in Nyeri at IFAD Building along Kamakwa Road. The PCU is responsible for day to day coordination and implementation of the Programme. The PCU has a Regional Coordination Office (RCO) based in Kisumu which coordinates implementation activities in Counties in the Western Kenya Region.

Applications are therefore invited from qualified candidates for the position of

DEPUTY PROGRAMME COORDINATOR

Job Description

The Deputy Programme Coordinator (DPC) would provide overall technical backstopping to the Project Management Unit (PMU), under the management of the Programme Coordinator (PC). He/She will support the PC in participatory planning, liaising with the relevant technical focal points of Programme Implementing Partners, including National Ministries, County Governments, private sector as well as key stakeholders in the implementation of Public Private Producer Partnership (PPPP). The main responsibilities of the DPC include:

- Coordinate and work with relevant technical focal points of the National Government ministries and agencies, County Government authorities, and institutions, international agencies, private sector/aggregators, financing institutions, Non-Governmental Organizations, beneficiaries and community-based organizations, and local communities in order to ensure high quality, efficient and effective execution technical components of Programme activities.
- Ensure that the Counties Coordination Units are adequately equipped with technical expertise, in accordance with the Programme document using the procedures as indicated;

□ Support the Programme Coordinator in the recruitment process of the service providers and formalization of MoUs with Programme partners and formation of other bodies that are necessary for the implementation of the different activities under Component 1 & 2 as per the Programme document, ensuring that high quality technical expertise is procured, ensuring value for money;

□ Responsible for the delivery of appropriate technical expertise (for example, training, capacity building, institutional strengthening, and policy advice) to the Programme and its partners/participants in the Programme area as specified in the final design report;

□ Support the Programme Coordinator in the efficient achievement of the Programme's outputs and outcomes as set forth in the Programme-related documents;

□ Provide technical backstopping to ABDP regional office and ensure quality assurance of technical activities of the different service providers and teams, and report to Project Coordinator if any service provider/ team is not adhering to the standards expected.;

□ Organize in a timely fashion the technical audit of the Programme in line with the PIM;

□ Support the PC in facilitating IFAD supervisions, follow-up, midterm and completion missions;

□ Guide the Programme Coordinator in the preparation of written materials (such as impact evaluations, policy papers, manuals, thematic studies and training materials), communication outputs (articles, newsletter, promotional materials and web-based articles), and special reports for the Programme, ensuring high quality outputs;

□ Advise the PC on opportunities for scaling up of technological packages promoted by the Programme in coordination with Programme partners, such as FIs;

Advise the PC on the Programme's agenda for policy dialogue at National and County levels, and specifically:

□ provide guidance to PCU and Counties staff and the service providers/partners in identifying and analysing policy issues constraining Programme implementation;

□ support the enforcement of relevant National and Counties regulations and the resolution of conflicts;

□ recommend to the PC, key relevant stakeholders at different levels to review policy issues; and

□ support the PC in policy dialogue with key policy makers.

KEY QUALIFICATIONS AND EXPERIENCE

- I. A higher degree in Agricultural Economics, Economics, Business Administration, Fisheries, Aquaculture, Public Administration or related discipline relevant to fisheries/aquaculture areas with sound knowledge of contemporary issues in the rural economy of Kenya.
- II. Demonstrated relevant professional work experience of at least ten years in: 1) project management, including the leadership of multi-disciplinary expert teams and project financial administration and budgeting (experience in managing international cooperation programmes an asset), 2) managing initiatives related to poverty alleviation, and agriculture development, 3) promoting stakeholder/community awareness of and participation in Programme; 4) Private sector or private sector engagement.
- III. Skills in process facilitation, strategic planning, and partnership building;
- IV. Excellent communication skills and fluency in English and Kiswahili (comprehension, written, and spoken);
- V. Excellent understanding of the social, economic, political and historical trends underpinning poverty alleviation strategies and policy reform processes.
- VI. Excellent analytical skills, sound judgment, resourcefulness, ability to take initiative, capacity to work in a self-directed manner and ability to create a team-based, participatory work environment.
- VII. Background on NRM is an added advantage
- VIII. Excellent PC user skills: Windows-based software;
- IX. Ability and flexibility to travel intensively within Programme area, as may be required.
- X. Short listed Candidates will be required to have met Chapter 6 Kenya Constitution requirements
 - a. Certificate of good conduct from Director of Criminal Investigation (DCI)
 - b. Certificate of compliance from High Education Loans Board (HELB)
 - c. Certificate from Credit Reference Bureau (CRB)
 - d. Clearance Certificate from Ethic and Anti-Corruption Commission (EACC)

The initial contract will be for one year with six-month probation period, renewable every year on continued satisfactory and proven performance.

Interested and qualified persons are requested to make their application as follows;

- Each application should have a detailed Curriculum Vitae and Copies of relevant documents must be attached.
- The Ministry of Agriculture, Livestock and Fisheries avails equal employment opportunities to all Kenyans. Women, youth, Persons living with disabilities, the marginalized, and minorities who meet the requirements are encouraged to apply.
- Completed applications addressed as follows:

Principal Secretary
State Department for Fisheries, Aquaculture and the Blue Economy
Ministry of Agriculture, Livestock and Fisheries
P. O Box P. O. Box 58187-00200
Nairobi,

With the title of the position applied for clearly labelled on the envelope shall be Hand delivered to Maji House 3rd Floor Room 343 on or before 7th August 2020, Applications may also be submitted via email : applications@abdpcu.org with the position applied for as the subject line.

Please note

- The advert and complete Terms of Reference can be accessed from the website of the Ministry; **www.kilimo.go.ke**
- Only shortlisted and successful candidates will be contacted.
- Canvassing in any form will lead to automatic disqualification.

For more details, download complete document on **www.kilimo.go.ke**