**JOB DESCRIPTION**

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| **JD Unique ID:** | 77413 |
| **Job Title:** | Entrepreneurship Ecosystem & MSME Development Officer – Youth in Work Project |
| **Company:** | Self Help Africa |
| **Location:** | Zamfara with field visits to Sokoto State |
| **Contract type:** | Fixed term contract, full-time (local recruitment) |
| **Period:** | 18 months (subject to donor contract) |
| **Reports to:** | Senior Officer, Entrepreneurship Ecosystem & MSME Development |
| **Organisation Overview:** | **About Self Help Africa**  **Self Help Africa (SHA)** is an international development organisation headquartered in Dublin, Ireland and dedicated to the vision of **‘Sustainable livelihoods and healthy lives for all in a changing climate’.** Founded in 1969 and working across 17 countries, 15 of which are in sub-Saharan Africa while subsidiary organisations, ‘Self Help Brazil’ and ‘Self Help Bangladesh’, have been created for our programmes in the two countries where we are working outside of Africa. SHA has been operating in Nigeria for over 25 years (formerly as United Purpose and Concern Universal).  Our wider organisation also includes social enterprise subsidiaries: Partner Africa - which provides ethical auditing and consultancy services, TruTrade - an innovative trading platform in East Africa, and CUMO - Malawi’s largest micro-finance provider.  In early 2023, we launched a new five-year organisation strategy, which outlines our mission of alleviating hunger, poverty, social inequality and the impact of climate change through community-led, market-based and enterprise-focused approaches, so that people can have access to nutritious food, clean water, decent employment and incomes, while sustaining natural resources.  Our three core values are:  **▪ Impact:** We are accountable, ambitious and committed to systemic change.  ▪ **Innovation**: We are agile, creative and enterprising in an ever-changing  world.  ▪ **Community**: We are inclusive, honest and have integrity in our relationships.  To achieve our organisational mission, we work across numerous sectors, such as Agriculture, Climate & Environment, Energy, Enterprise, Nutrition, and Water Sanitation & Hygiene (WASH). |
| **Project Description:** | SHA is partnering with the World Food Programme to implement the **Strengthening Food Systems project to Promote Increased Value Chain Employment Opportunities for the Youth in Nigeria-Northwest (Sokoto and Zamfara)**. Strengthening Food Systems project aims to strengthen food systems that promote increased value chain employment opportunities for the youth; sustaining and improving on-farm and off-farm job opportunities for 25,000 young women and young men engaged in the different nodes of sorghum, millet, soya bean, groundnut, and horticulture value chains.  The project will focus on capacity building interventions for existing enterprises, using this as an avenue to create employment opportunities for youth and women in Sokoto and Zamfara States. |
| **Job Purpose:** | SHA is seeking for a dedicated and result-oriented candidate to serve as Officer - Entrepreneurship Ecosystem and Micro Small Medium Enterprise (MSME) Development Officer for Sokoto & Zamfara states. The Entrepreneurship Ecosystem & MSME Development Officer will play a crucial role to support project participants to build up their business skills and knowledge to improve their agribusinesses. |
| **Key Responsibilities:** | **Enterprise Development and support to MSMEs**   * Support the design, processes and implementation of MSME strategy to achieve project goals. * Facilitate field coordination of assistance to micro, small and medium enterprises (MSMEs), including smart subsidies, and linkages to existing business support services. * Coordinate developed strategies to meet project’s job creation targets through market-oriented solutions and devising short- and long-term employment opportunities through MSME support; * Ensure the integration of adapted approaches to respond to barriers to women and youth’s engagement in on-farm and off-farm agricultural value chain. * Ensure that all SME support-related interventions are in compliance with international norms and standards, national laws and policies, technical standards and organisational policies. * Coordinate a detailed market needs assessment that will identify the core areas, growth sectors, and components of the value chain with opportunities for entrepreneurship for women. * Coordinate financial and operational feasibility studies for MSME support packages that promote business growth and employment. * Facilitate access to inputs and market information (linkages to off-takers, price information). * Facilitate smooth implementation of the entrepreneurship activities and for providing the required relevant information to the monitoring and evaluation team for the effective compilation of results.   **Effective Collaboration, Representation and Project Quality Assurance**   * Collaborate with the project team to sensitise traditional leaders, community stakeholders, and the Community Targeting Committee (CTC) on project objectives, ensuring effective targeting and profiling of project participants. * Conduct mapping of MSMEs to foster collaboration and synergy, enhancing project implementation success. * Organise and foster strong, collaborative relationships with partner institutions and business development service providers. * Supervise and support Business Facilitators to ensure quality implementation of project activities. * Organize an Innovation Business Challenge aimed at empowering participants with creative business ideas, offering awards to support the launch or improvement of their businesses, thus promoting job creation. * Represent the organisation where needed SHA, at technical meetings as well as state clusters on MSMEs. * Provide supportive supervisory to field staff, which includes regular field visits in Sokoto and Zamfara States and support the capturing of success stories. * Develop monthly, quarterly and annual progress reports according to set format on the progress of work plan objectives and activities.   **Transparency, Compliance and safeguarding**   * Employ the highest standards of openness, transparency and accountability to ensure good financial management in line with SHA’s zero-tolerance approach to fraud, bribery and corruption. * Demonstrate commitment to safeguarding, protection, gender mainstreaming and inclusion of vulnerable population including people with disabilities * Provide support to establish feedback, complaints and response mechanism across communities of implementation to ensure programmatic and operational decisions are informed by local perspectives and priorities, and contribute to the protection of program participants at the LGA level |
| **Key Relationships:** | **Internal:** Programme, Monitoring, Evaluation & Learning, Finance & Admin, Operations & Procurement, Security and Communications teams.  **External:** Government Agencies, Private Sector Partners, Entrepreneurship and MSME Networks, Educational Institutions, Consultants and Subject Matter Experts, International Development Organisations. |
| **Knowledge, Experience and Other Requirements** | **Educational qualifications and requirements:**   * University degree in agribusiness, business management, Economics, and any other related social sciences. * ICT operation, and proficiency in MS Office. * Minimum of 4 years of experience working in the development sector/INGO/NGO/Social Enterprise, specifically on donor interventions focused on entrepreneurship and MSME development. * Familiarity with the local context and communities in Sokoto & Zamfara States.   **Experience and Skills:**   * Excellent coordination skills (and ability to coordinate several tasks at once and managing priorities) * Effective communication, problem solving and decision-making skills * Respect for cultural diversity and gender sensitivity * Communication, networking, facilitation and mobilisation. * Organisational development * Reporting and documentation   **Desirable**  **•** Gender and intercultural sensitivity  **•** Positive outlook and team spirit  **•** Adaptable and responsive disposition relative to the demands of the Project.  **•** Women are strongly advised to apply.  **Language Requirements:**  Excellent written and oral proficiency in English and Hausa language is required. |

**Application Procedure:**

Fill and send the attached Self Help Africa form and also send your cover letter and CV in a single document (of not more than **6 pages**) to the link provided on the website.

Email title must be same as the position you are applying for and the location of the position

The deadline for this application is **27th May, 2025.** You are advised to apply early, as applications will be treated on roll-in basis. Only shortlisted candidates will be contacted.

*All candidates offered a job with Self Help Africa will be expected to sign our Safeguarding Policies and Code of Conduct as an appendix to their contract of employment and agree to conduct themselves in accordance with the provisions of these documents. Specific roles may require Police/DBS/ [relevant police authority] vetting.*

**Self Help Africa strives to be an equal opportunity employer.**