**JOB DESCRIPTION**

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| **Job Unique ID:** |  |
| **Job Title:** | Senior Officer, Gender and Social Inclusion  |
| **Company:** | Self Help Africa |
| **Location:** | Kano |
| **Contract type:** | Fixed term contract, full-time (local recruitment) |
| **Period** | 2 years (subject to donor contract) |
| **Reports to:** | Programme Manager/Team Lead |
| **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-changingworld.▪ **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). Our global WASH portfolio currently spans 10 countries, 25 active projects, and has to date reached over 10 million people with safe water and sanitation till date. In Nigeria, we have built a strong reputation in the WASH sector, particularly in rural sanitation. Notably, we achieved the country’s first Open Defecation Free Local Government Area (LGA) in 2016. Our systems-strengthening approach to sustainable WASH service delivery model supports government efforts to meet SDG6. |
| **Project description** | SHA is partnering with the World Food Programme to implement the Strengthening Food Systems to Promote Increased Value Chain Employment Opportunities for the Youth in Nigeria-Northwest (Kano, Sokoto and Zamfara). The 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 75,000 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 Kano, Sokoto and Zamfara States.Also, SHA is implementing the WASH Systems for Health (WS4H) Programme in Nigeria and Sierra Leone funded by the Foreign, Commonwealth and Development Office (FCDO). The aim of the programme is to strengthen the systems needed to establish and sustain reliable, resilient and inclusive WASH services. The programme will be for a duration of 4 years in Kano and Cross River States with a learning component in North Western States. This role will support both the Youth in Work and WS4H projects. |
| **Job Purpose:** | The Senior Officer, Gender and Social Inclusion will ensure that gender and social inclusion is mainstreamed into programme implementation and vulnerable populations have equal access, decision-making and participation at individual, household, community and society levels.  The candidate will promote systems that are equal, fair, and inclusive in programming– leveraging SHA’s Family Life Model (FLM) to address gender inequalities.The candidate will act as a resource person in capacity building, knowledge-sharing and other relevant activities relating to gender equality and social inclusion (GESI). This will include developing, reviewing, and updating gender training modules to ensure they are of high standards and monitor implementation. S/he will develop and maintain relationships with state and local authorities coordinating joint efforts and training in consultation with Project Leads.  |
| **Key Responsibilities:** | **Strategic Planning and Implementation of GESI*** Provide support to project teams on gender mainstreaming, ensuring rigorous gender-transformative analysis that reveals gender-differentiated needs and priorities, as well as gender inequalities in terms of opportunities and outcomes that can be addressed in programming.
* Adopt ‘gender-transformative’ lens throughout the project cycle with particular emphasis on helping relevant staff analyse project implications for men and women, boys and girls in various communities and ways to address barriers affecting their participation.
* Ensure that the gender and protection checklists are used in implementation and monitor gender transformative indicators for improved outcomes and impact.
* Address barriers faced by vulnerable and marginalised groups in accessing safe and meaningful project support (minorities, people with disabilities, separated and unaccompanied minors, women headed households) and provide programme leadership and guidance on approaches to ensuring the “furthest behind” are included.
* Design and implement trainings for project and partner staff and community stakeholders sharing information, lessons learned and best practice on gender to ensure high quality programmes. Trainings can include the roll out of the Family Life Model.
* Undertake context mapping across project locations and manage incidents reporting disclosed cases of Gender Based Violence while providing confidential referrals to relevant actors/authorities for necessary support.
* Together with the SHA M&E Officer and Programme Managers be responsible for designing, collecting, processing and analysing gender data to determine change/impact and for planning future action.
* Support gender analysis research along specific agriculture value chains to identify gender-based constraints that have the potential to reduce women’s participation, women’s economic advancement and women’s agency and design solutions to address barriers.
* Facilitate and assist the timely submission of regular reports as deemed necessary.
* Facilitate networking and profiling of programmes with external stakeholders particularly with those implementing similar programmes.

**Community Engagement and Feedback Mechanism*** Support community entry and community consultation activities highlighting gender considerations in the roll out of project activities in all LGAs.
* Support mapping, mobilisation and profiling of programme participants at inception ensuring data is disaggregated by sex and age
* Set up appropriate mechanisms for community feedback including carrying out periodic FGDs with project participants and community leaders to assess outcomes/impact of programme delivery and address gaps to ensure lessons are learned and improvements made
* Lead training and awareness-raising activities for all SHA and partner staff including field staff on prevention, mitigation and response to Gender Based Violence.
* Sensitise and engage with community structures, committees and other volunteers to implement awareness and communication of safeguarding issues and ensure there is a feedback mechanism in place that the community are aware of and can access if necessary.
* Provide ongoing coaching and mentorship to assist communities reflect on gender and power dynamics that need to be challenged and changed
* Sensitize all stakeholders on SHA’s code of conduct for staff and its affiliates on child Safeguarding, fraud, zero tolerance to sexual harassment, exploitation and abuse.

**Effective Collaboration, Representation and Project Quality Assurance*** Organise and foster strong, collaborative relationships with donors, development partners and gender networks.
* Represent organisation where needed, including at technical/network meetings as well as state clusters on gender and inclusion.
* Ensure capacity development quality assurance of gender trainings at field level and oversight, which includes regular field visits in Cross River, Kano, Sokoto and Zamfara States.
* Develop monthly, quarterly and annual progress reports and report to the Project Leads 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.
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| **Key Relationships:** | **Internal:** Global Gender & Inclusion Advisor**,** GTART, Programme, Monitoring Evaluation Accountability and Learning, Finance & Admin, Operations & Procurement and Communications teams.**External:** Training and Development Providers, Partner Organisations, Professional Networks, Community Stakeholders, Consultants and Subject Matter Experts, Relevant Government Agencies. |
| **Knowledge, Experience and Other Requirements** | **Education and qualifications:** * + University degree in Gender, Social Sciences, Development Studies, or a related field.
	+ 5 – 7 years’ work of experience in a gender or protection role, preferably in an INGO.

**Experience and Skills:*** + Experience working in rural areas and engaging with diverse stakeholders.
	+ ICT operation, and proficiency in MS Office
* Proficiency in conducting analysis and familiarisation with assessment tools and software (e.g. Kobo Collect, DHIS2, CommCare).
* Strong skills in data analysis and reporting
* Experience in participatory assessment techniques
* Excellent coordination skills (and ability to coordinate several tasks at once and managing priorities)
* Effective communication, problem solving and decision-making skills
* Communication, networking, facilitation and mobilisation.
* Organisational development
* Reporting and documentation

**Desirables:** **•** Gender and intercultural sensitivity • Positive outlook and team spirit • Adaptable and responsive disposition relative to the demands of the Project**Language Requirements:** Excellent written and oral proficiency in English language is required and working knowledge of Hausa language is required. |

**Application Procedure:**

Fill and send the attached Self Help Africa application 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 the same as the position you are applying for and the location of the position e.g (Senior Officer, Gender and Inclusion - Kano)

In the cover letter, please ensure to explain the following:

1. Why you are applying for the position
2. How do your skills and experiences meet the job’s specification
3. When will you be able to take up the position if successful.

The deadline for this application**17th January, 2025.** You are advised to apply early, as applications will be treated on a rolling 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.**