**Job title**: Project Coordinator-Agriculture & Market Support

**Reports to**: Programme Manager

**Location**: Kiryandongo/ Adjumani

**Start date**: As soon as possible

**Job Purpose**

The project coordinator will be responsible for overall management including planning, implementation and quality control of the SHA-WFP Agriculture and Market support programme in Masindi, Kiryandongo and Adjumani districts. S/he will ensure proper budget monitoring and management, supervise field officers and counterpart relationships with key stakeholders at the district level.

**Specific roles and responsibilities**

1. Prepare and oversee project implementation plans and ensure effective project management to ensure timely delivery of programme activities including monitoring against log frames, performance management work plans)
2. Supervise project staff and provide technical assistance to staff in agribusiness, value chain analysis and development, competitiveness, business enabling environments, and marketing associations.
3. Lead in the networking, coordination and linkage of farmer field schools and sub-county field school networks to produce dealers, small and medium size enterprises and financial institutions
4. Develop guidelines including training, monitoring and evaluation tools, bulking and collective sale of produce
5. Support field officers to conduct/facilitate trainings on relevant technical areas including farming as a business. Postharvest handling, market information systems, warehouse receipt system, VSLA, and value addition.
6. Establish, support and coordinate activities at satellite bulking centres/stores and ensure to ensure efficient data collection and entry.
7. Plan and organize exchange visits and capacity building of producer organisations and associations on organizational, business development and market information systems
8. Supervise the construction/rehabilitation and or management of produce stores/warehouses
9. Develop assessment tools and conduct baseline surveys, needs, monitoring and evaluation assessments accordingly.
10. Develop weekly, monthly and quarterly work plans and timely implementation of project activities
11. Conduct participatory market research, market opportunity identification and market chain analysis for selected crops and link farmers groups to the produce markets.
12. Develop training resources and streamline gender, HIV/AIDs and nutrition at all levels of project implementation
13. Supervise and provide technical assistance to Project Officers to promote and work to expand community capacity agro-marketing, with sensitivity to the political and cultural context

**Qualifications**

* A university degree in Agribusiness, business administration, marketing or related business qualification.
* At least 2 year experience in the field of agribusiness/agricultural production, agricultural produce marketing, market information and linkages.
* Previous experience in managing businesses in agricultural value chains with the private sector or NGO
* Supporting small-scale farmers in enhancement of produce quality, post-harvest handling, and produce bulking, collective marketing and market information.is required
* Strong reporting skills and ability to meet tight deadlines skills with attention to detail and data accuracy. Competence in MS Office (MS Word, MS Excel, MS Powerpoint
* Fluent in English is required and fluency in either Luo, Madi, Runyoro or Swahili will be an added advantage.
* Good motorcycle riding skills and valid riding permit.