



## EMPLOYMENT OPPORTUNITY

Agile Plan to Integrated Resilience for Girls, Women, and Youth (APIR TURKANA) is a social impact community-focused charitable foundation that works with and for vulnerable, marginal, and minority communities in Turkana to bridge the gap of socioeconomic inequalities. We are founded on the principles of social resilience, community-led actions, and equity, equality, and inclusivity. APIR TURKANA is seeking to recruit a dynamic and suitable qualified person for the position listed below and he/she will be based in the duty station indicated.

<b>Job title</b>	<b>ENVIRONMENT AND NATURAL RESOURCES MANAGEMENT ASSISTANT</b>
<b>Deadline</b>	<b>Friday 29<sup>th</sup> December 2023</b>
<b>Reference</b>	010/LOD/2023
<b>Reports to</b>	TBC
<b>Duty Station</b>	TBC
<b># of positions</b>	1
<b>Job Purpose</b>	The NRM Assistant will coordinate the implementation of all NRM activities in accordance with the project objectives and ensure technical quality is achieved within the Loima restoration initiatives. Reporting to the Project supervisor to be identified later, S/He will work closely with counterparts in strengthening community based natural resources management practices – informed by traditional knowledge and science –for the communities to build resilience to drought and other natural disasters, through implementation of natural resources management activities that contribute to resilience for sustainable livelihoods within Loima Sub County.
<b>Duties &amp; Responsibilities</b>	<ul style="list-style-type: none"> <li>• Provide technical expertise to all NRM components of the project, assuring technical quality control of interventions,</li> <li>• Support the Project Manager in the implementation of all-Natural resource Management and Climate change adaptation interventions as stipulated in the project document/work plan.</li> <li>• Identify the strategic locations for specific interventions (e.g. areas for reclamation and regeneration of grazing lands, rainwater harvesting practices and other soil and water conservation methods) for soil stabilization and minimization of landslide risks with the help of research teams from CIAT.</li> <li>• Engage pastoral and agro-pastoral communities to actively participate in project interventions.</li> <li>• Facilitate technical assistance/support for project partners in all relevant areas as appropriate.</li> </ul> <p><b>CAPACITY DEVELOPMENT</b></p> <ul style="list-style-type: none"> <li>• Design, develop and deliver NRM and Resilience training packages/modules, in coordination with other project staff,</li> <li>• Conduct trainings and relevant research studies that generate</li> </ul>

	<p style="text-align: center;"><b>COUNTERPART RELATIONSHIP FUNCTIONS</b></p> <ul style="list-style-type: none"> <li>• Nurture and strengthen collaboration with NDMA, the County Government, appropriate networks, civil society organizations and private sector for continued learning and sharing of experiences and best practices</li> <li>• Represent the project in all Resilience and Humanitarian related meetings/workshops/field visits and other relevant forums as directed by the Project Manager,</li> <li>• Identify and build network of resource institutions/experts/NGOs at the national and county level on NRM.</li> </ul> <p style="text-align: center;"><b>MONITORING AND EVALUATION AND REPORTING</b></p> <ul style="list-style-type: none"> <li>• In liaison with the M and E officer, conduct regular and accurate assessment, monitoring, and dissemination of information and ensure that NRM and climate change resilience and natural resources management principles are incorporated in the project,</li> <li>• Support the M and E Assistant in data collection and analysis.</li> </ul> <p style="text-align: center;"><b>LOGISTICS, ADMINISTRATION, HR AND SAFETY</b></p> <ul style="list-style-type: none"> <li>• Ensure efficient use and management of transport and other programme resource.</li> <li>• Work with the PM and Administration and Logistics Officer in procurement processes of project inputs through outlined procurement procedures,</li> <li>• Perform any other duties as assigned by the Programme Manager.</li> </ul>
<p><b>BEHAVIOURS</b> (Values in Practice) (Section should not consist of Competencies as this are the standard Values in practice)</p>	<p><b>Accountability:</b></p> <ul style="list-style-type: none"> <li>• holds self-accountable for making decisions, managing resources efficiently, achieving and role modeling APIR TURKANA values.</li> <li>• holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.</li> </ul> <p><b>Ambition:</b></p> <ul style="list-style-type: none"> <li>• sets ambitious and challenging goals for themselves and their team, take responsibility for their personal development, and encourages their team to do the same</li> <li>• widely shares their vision for APIR TURKANA, engages and motivates others</li> <li>• Future-orientated, thinks strategically and on a global scale.</li> </ul> <p><b>Collaboration:</b></p> <ul style="list-style-type: none"> <li>• builds and maintains effective relationships, with their team,</li> </ul>

	<p>colleagues, Members and external partners and supporters.</p> <ul style="list-style-type: none"> <li>• values diversity, sees it as a source of competitive strength</li> <li>• approachable, good listener, easy to talk to.</li> </ul> <p><b>Creativity:</b></p> <ul style="list-style-type: none"> <li>• develops and encourages new and innovative solutions.</li> <li>• willing to take diAPIR TURKANApplined risks.</li> </ul> <p><b>Integrity:</b></p> <ul style="list-style-type: none"> <li>• honest, encourages openness and transparency; demonstrates highest levels of integrity.</li> <li>•</li> </ul>
<p><b>Job Specification and Desirable skills</b></p>	<p><b>Knowledge and Experience</b></p> <ul style="list-style-type: none"> <li>• At least 2 years’ experience in the implementation of natural resource management, environmental management and livelihood improvement or climate change adaptation projects;</li> <li>• Technical experience working in the climate change and climate adaptation field;</li> <li>• At least 1 year in project management;</li> <li>• Excellent analytical and problem-solving skills;</li> <li>• Strong organizational, facilitation and participatory planning skills;</li> <li>• Excellent interpersonal and communication skills;</li> <li>• Experience working with climate information systems and adaptation planning processes is an important asset.</li> </ul> <p><b>Qualifications/Other Requirements:</b></p> <p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree in Natural Resource Management, Environmental studies, Agriculture, Rangeland Management, and other related field.</li> <li>• Strong computer skills especially with MS Word and Excel and other related packages</li> <li>• Excellent Adult participatory training and facilitation skills.</li> </ul> <p><b>Role Competencies:</b></p> <ul style="list-style-type: none"> <li>• Proactive and motivated with a strong commitment to Self Help Africa’s vision, mission and values</li> <li>• Strong computer skills especially with MS Word and Excel and other related packages</li> <li>• Attention to detail and the ability to produce timely and accurate reports</li> <li>• Ability to work with minimum supervision</li> <li>• Ability to work under pressure and on own initiative</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to contribute to a small team environment</li> <li>• Valid riding license</li> </ul>
<b>Desired DMEAL cross cutting</b>	<ul style="list-style-type: none"> <li>• Proactive and motivated with a strong commitment to Self Help Africa’s vision, mission and values.</li> <li>• Strong computer skills especially with MS Word and Excel and other related packages</li> <li>• Attention to detail and the ability to produce timely and accurate reports.</li> <li>• Ability to work with minimum supervision.</li> <li>• Ability to work under pressure and on own initiative.</li> <li>• Ability to contribute to a small team environment.</li> </ul>

**HOW TO APPLY**

All interested qualified candidates to submit an online application to APIR TURKANA through the program website: All the jobs have been posted here? [www.apirturkana.org/careers/](http://www.apirturkana.org/careers/) Select your position and follow prompts, attach your Motivation/cover letter (Maximum 1 page) and Curriculum Vitae as separate documents on the provided online application form both in form of either PDF or Word ONLY.

Please don’t attach your other documents such as certificates and testimonials.

Should you have trouble using this, please send your application to [hr@apirturkana.org](mailto:hr@apirturkana.org) and subject being “APPLICATION FOR ‘POSITION NAME’”

All applications MUST be received on or before: 29<sup>th</sup> December 2023. APIR TURKANA is an equal opportunity employer, as detailed in our “**Equal Employment Opportunity Policy.**”

**DISCLAIMER:** We do not charge any money all through recruitment processes. Should anyone including staff, donors and partners request for this, please do not hesitate to contacting the organization Executive Director through [info@apirturkana.org](mailto:info@apirturkana.org) copying [complaints@apirturkana.org](mailto:complaints@apirturkana.org).

**Any form of canvassing or bribery WILL ATTRACT TOTAL DISQUALIFICATION.**