



Job Description:

Job Title: Field Officer Kavango East & West
Project: OKACOM - Reducing the vulnerability of the Kavango basin to the impacts of land degradation
Job Grading: C4
Location: Rundu, Namibia
Reports to: Regional Co-ordinator

Responsibilities	Tasks
Support NNF Regional Co-ordinator of Kavango East and West in implementation of OKACOM project	<p>Support the Regional co-ordinator in planning and implementing project activities in accordance with the project(s) description, work plan, deliverables and budget.</p> <ul style="list-style-type: none"> • Support Regional co-ordinator in engaging with all relevant stake holders. • Undertake fieldwork in areas of their expertise, and support in those areas outside of their expertise, including consultations in project areas. • Liaise closely with the finance team/project accountant(s) regarding elements directly related to this scope of work; give input into project budget planning which apply to the role and responsibilities of the Field Officer.
Assist in activities and implementation for OKACOM Natural Resource Management (NRM) and Riverine Degradation component	<p>Provides support and assistance to NNF Regional co-ordinator and or consultant in the below activities for Natural Resource Management and Riverine Degradation.</p> <ul style="list-style-type: none"> • Ground-truthing of analyses on current rate of land degradation and riverine deforestation in project areas. • Assist in evaluating available reports on NRM and livelihoods. • Assist in developing protocols for sustainable harvesting and monitoring of natural resources. • Support the facilitation of training and awareness creation on sustainable harvesting and markets of Non-Timber Forest Products (NTFP). • Assist with development of a strategic rehabilitation framework plan. • Awareness creation of land degradation, riverine deforestation and the importance of rehabilitation in project areas. • Support rehabilitation initiatives.
Manage and implement activities for OKACOM Conservation Agriculture (CA) Component	<p>Implements activities for Conservation Agriculture in project areas.</p> <ul style="list-style-type: none"> • Work closely with Regional co-ordinator and NNF sustainable agricultural team on CA activities. • Assist in obtaining most recent versions of laws and regulations on CA practices.

	<ul style="list-style-type: none"> • Introduce and implement CA principles to selected communities in rainfed crop production, vegetable production and livestock-crop integration. • Training of lead farmers on CA principles and practice. • Support the facilitation of training and awareness on organic produce and markets. • Support the facilitation of eco-entrepreneur training and development.
Reporting	<p>As per agreed reporting schedule, submit regular reports (verbal and written) on project activities, progress, results and constraints, and report as required to supervisors, colleagues, partners and donors.</p> <p>Where applicable, engage with OKACOM (virtual or in-person meetings as applicable) in sharing of details – e.g. meetings/involving OKACOM in the reporting process.</p>
Networking	<p>Build networking and institutional links with NNF partners and potential partners in the Region.</p> <ul style="list-style-type: none"> • Develop and strengthen links with Government of the Republic of Namibia (GRN), Non-Governmental Organisations (NGO), Community Based Organisations (CBO) and private sector and donor institutions. • Keep Regional Council, Traditional Leaders, relevant Line Ministries, OKACOM and other stakeholders and partners briefed and updated on activities and developments on a quarterly basis. • Represent NNF at meetings, events, and functions as appropriate.
Provide leadership and promote institutional pride and commitment through example, work ethic and professionalism	<p>Strictly adhere to the practices and principles adopted by the NNF and promote responsibility and accountability.</p> <p>Provide leadership, support, guidance and assistance to this project and project personnel in the Region.</p>
Foster strong professional and supportive working relationships with NNF and OKACOM colleagues	<p>Attend and actively participate in regular NNF meetings including project as well as NNF planning meetings, PC, staff meetings, and meetings with OKACOM related to the project, where applicable.</p> <p>Undertake any other tasks or activities as may be required from time to time in support of the objectives of the project and the organisation.</p>

Qualifications and Experience

Essential

- Minimum of a Bachelors' degree or equivalent in Agriculture, Land Management, Natural Resource Management, Forestry or Geography or similar.
- Minimum 3 years' work experience in working with local communities.
- Demonstrable organisational/administration and reporting skills (English).
- Good verbal and written communication skills.
- Excellent interpersonal skills and being able to work in a team.

- Good computer skills, particularly MS Office.
- Code 8 driver licence.

Desirable

- Experience in working in agriculture and conservation-related / sustainable livelihoods.
- Experience in facilitating and delivering workshops and demonstrations, especially within communities.
- Knowledge of the national Community Based Natural Resource Management (CBNRM) programme and Ministry of Environment and Tourism.
- Knowledge of Afrikaans and/or a Namibian indigenous language.