Job Description

PACA Country Officer *-* Tanzania

# I. Summary of the position

The Country Officer serves as a representative of PACA in the pilot country of assignment, who will build and manage partnerships to derive impactful changes in aflatoxin control. S/he coordinates and manages the implementation of PACA initiatives in the respective pilot country, including coordination of evidence generation to inform policies and interventions, aligning stakeholders and playing an active role in development of national aflatoxin mitigation strategy and action plan, implementation of action plans, monitoring and evaluation of progress and impact, and documentation of learnings as well as coordinating communication and visibility efforts. This is a nationally recruited position.

# II. Background

The Partnership for Aflatoxin Control in Africa (PACA) was officially launched by the African Union Commission (AUC) in October 2012. It is a partnership initiative with the mission to support agricultural development, safeguard consumer health, and facilitate trade by catalyzing, coordinating and increasing effective aflatoxin control along agricultural value chains in Africa. PACA has a Secretariat that is based at the AUC.

The PACA Strategy, 2013-2022, developed through an inclusive process based on inputs from Stakeholder across the continent and abroad, guides action by the PACA Community. This comprehensive strategy identified complementary Strategic Thematic Areas (STAs) and associated Key Result Areas (KRAs) that captured the range of activities that both the PACA Community and Secretariat would address to realize the PACA vision of “an Africa free from the harmful effects of aflatoxin”. The PACA Secretariat, with the PACA Steering Committee and key stakeholders, has crafted a mid-term strategic plan that defines the Secretariat’s core activities that are aligned with activities to be managed by the larger PACA Community.

The PACA Secretariat Mid-Term Strategic Direction is towards strong coordination of action with RECs, and targeted country level activities, as well as focused continent-wide Secretariat activities. The PACA Secretariat Mid-Term Strategic Direction is guided by the need for PACA Secretariat to play vital roles and create a unique value proposition, to make choices for making the best use of the PACA Secretariat, and to catalyze change towards effective and sustainable aflatoxin control in African countries.

The PACA Secretariat will direct its major focus and support to African Governments in order to ultimately derive large-scale changes in aflatoxin control across the continent. The PACA Secretariat aims to support countries in the development, implementation and progress monitoring of a comprehensive aflatoxin control action plan. PACA Secretariat also supports institutionalization and ownership of the aflatoxin control agenda by promoting alignment of stakeholders to the national plan and mainstreaming of the plans into national priorities such as CAADP National Agriculture and Food Security Investment Plans (NAFSIPs) or other frameworks. The Secretariat has identified five countries to pilot its support to African countries. Read more about the transparent and objective selection of the pilot countries at the PACA Website ([www.aflatoxinpartnership.org](http://www.aflatoxinpartnership.org)).

Tanzania is one of the PACA pilot countries. PACA is now seeking to recruit nationally a highly motivated individual with exceptional coordination and leadership skills to strengthen its presence and effectiveness in Tanzania.

# III. The Post

**Job Title:** PACA Country Officer

**Grade:** Competitive scale

**Immediate Supervisor:** Regional Lead Program Officer of PACA

**Duty Station**: Pilot country of assignment, i.e., Tanzania

# IV. Major Duties and Responsibilities

Under the supervision of the Program Officer of PACA serving as the Regional Lead coordinating the pilot country in question, and working closely with the PACA Secretariat team as well as the Country Steering Committee, the Country Officer has the following key responsibilities:

1. Liaise between the PACA Secretariat and the country focal point and/or the specific country Aflatoxin Technical Working Group (ATWG); work towards the establishment of a Country Steering Committee (as described in the PACA Secretariat Mid-Term Strategic Direction, which will then serve as the main counterpart for cross-sectoral coordination to support country plan preparation and execution
2. Facilitate partnership building with and between government, private sector, development partners and other stakeholders
3. Facilitate the country situation analysis, gathering of information, knowledge, best practices and evidence to support the country planning process and PACA knowledge management efforts
4. Participate in the development of country plan and alignment of stakeholders around the country planning and implementation including facilitation of government and non-government fund raising efforts to finance plan implementation
5. Working in close collaboration with the Country Steering Committee, actively facilitate setting of achievable milestones and timeline and be responsible for achieving milestones in accordance with the timeline
6. Develop and implement stakeholder communication plan to identify, prioritize, and engage stakeholders throughout country planning process
7. Lead in country convening planning
8. Support national Steering Committee Chair in convening regular Steering Committee meetings
9. Lead M&E baseline data collection, routine monitoring as well as mid-term and ex-post evaluations; develop periodic and biannual reports and other reports;
10. Facilitate recruitment of consultants to support the pilot country activities and oversee achievement of deliverables

# V. Educational Qualification, Work Experience Required

1. A University degree in a field relevant to the duties and responsibilities of this position; advanced degree is an advantage
2. At least five years of related experience working in relevant agricultural development, health or trade programs
3. An excellent understanding of the socio-economic and political context in Tanzania
4. Experience with project management desired

# VI. Key Skills and Competencies Required:

1. Developed ability of strategically networking with government and non-government agencies, and using the media as appropriate to raise the profile of the PACA and awareness about the program to drive country-level initiatives.
2. Good public speaking abilities, presentation skills and excellent written communication skills.
3. Proven track record of strong representation and negotiation skills.
4. Excellent interpersonal skills and ability to work in team environment and independently with little supervision.
5. Well-networked and respected by relevant stakeholders.
6. Strong stakeholder engagement and problem-solving skills, capable of leveraging relationships to push through bottlenecks.
7. Self-starter and strong multi-tasking skills.
8. Computer literate with knowledge of common computer applications and systems.
9. Proven commitment and positive attitude to achieve inter-sectoral coordination of food safety and aflatoxin control and institutionalization of the same.