



Job specification

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Job description

Job title	Dairy Value Chain and Business Development Officer		
Department/Team	Ethiopia Country Programme		
Job Family	PDD – Programme Delivery, Partnerships and Development	Job Code	PDD020
Reporting to	Enterprise Development Coordinator		
No. of direct reports	N/A	Budget holder responsibility	N/A
Location	Wolaita Sodo Project Office		
Grade	4		

Contract type	Fixed-term	Hours	40 hours per week
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Role purpose

To build the knowledge and skills of Self-Help Groups (SHGs), Cluster Level Associations (CLAs), and wider communities on the dairy value chain through training, technical support, and experience sharing. This will contribute to sustainable dairy business development in the project area and neighboring communities in line with Ripple Effect’s Vision, Mission, Cornerstones, and programme approach.

Key responsibilities

Dairy value chain development and implementation	<ul style="list-style-type: none">▪ Promote awareness and understanding of dairy value chain and business development among project staff, SHGs, CLAs, households, and wider communities.▪ Lead the development and implementation of dairy value chain action plans, including budgeting, in collaboration with programme staff.▪ Support the establishment and effective functioning of dairy value chains, including strengthening market linkages.▪ Ensure integration of dairy value chain practices across project components including farm systems, GSI, and enterprise development.
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Capacity building and technical support	<ul style="list-style-type: none"> ▪ Build the capacity of project staff, SHGs, CLAs, PFTs and communities to apply value chain and business development principles in practice. ▪ Provide technical backstopping on dairy production, product promotion, and market linkages. ▪ Organize and deliver training sessions, workshops, and experience-sharing platforms.
Partnerships and collaboration	<ul style="list-style-type: none"> ▪ Foster collaboration with government institutions, research centres, private sector actors, and community groups. ▪ Strengthen partnerships to enhance dairy value chain development and sustainability.
Monitoring, reporting, and learning	<ul style="list-style-type: none"> ▪ Prepare and submit timely monthly, quarterly, bi-annual, and annual reports. ▪ Participate in data collection, monitoring, evaluation, and project planning processes. ▪ Document best practices, learning, and success stories from beneficiaries.
Team contribution and planning	<p>Actively contribute as a member of the project implementation team.</p> <p>Participate in strategy development, planning, and budgeting at project level.</p>
Other duties	<ul style="list-style-type: none"> ▪ Ensure compliance with Ripple Effect policies and all relevant legislation. ▪ Act at all times according to Ripple Effect’s values and in support of its Africa Forward Together approach. ▪ To undertake other duties of a similar nature as reasonably required by the line manager.

Safeguarding

At Ripple Effect, we are committed to creating a safe and rewarding environment for all of our people, including staff, participants, partners, volunteers, children, and vulnerable adults. It is a shared responsibility to ensure that everyone is treated properly and protected from harm, exploitation, and abuse. To fulfil this commitment, we have established a robust Safeguarding Policy that everyone working with us is expected to follow, along with a confidential whistle-blowing procedure that allows individuals to raise any concerns they may have.

Person specification

Qualifications

Essential:

- Bachelor's degree in business management, Agribusiness, Agroecconomics, Agriculture, or related field from a recognized university

Desirable:

- Training in Dairy Value Chain and Business Development

Experience and knowledge

Essential:

- At least five years' relevant experience in value chain and business development at field level
- Experience in business development planning and management, particularly value chain development
- Experience in organizing and delivering training and workshops
- Experience in project planning, implementation, monitoring, and report writing
- Experience working with community groups such as SHGs and CLAs

Desirable:

- Experience in research and innovation in business development
- Experience in NGO or development programmes
- Experience in dairy value chain development

Skills and attributes

Essential:

- Strong understanding of project budgeting and financial management
- Ability to deliver training to communities and extension workers
- Strong interpersonal and relationship-building skills
- Ability to work effectively across cultures and diverse groups
- Strong communication and listening skills
- Ability to analyze and disseminate business and value chain information
- Good report writing and presentation skills
- Computer literacy (Word, Excel, PowerPoint, etc.)
- Fluency in written and spoken English and Amharic
- Proficiency in Wolaytigna language
- Ability to ride a motorbike with valid driving licence

Desirable:

- Innovative thinking and problem-solving ability

Equal opportunities

Ripple Effect is dedicated to fostering an inclusive environment, and we welcome applications from all individuals, embracing diversity in all its forms. Female applicants are highly encouraged.

Updated: September 2022

Evaluated: October 2022