



Job specification

Job description

Job title	Project Facilitator – Happy donkeys for resilient Families		
Department/Team	Programmes		
Job Family	PDD - Programme Delivery, Partnerships and Development	Job Code	PDD028
Reporting to	Project Coordinator – Happy donkeys for resilient families		
No. of direct reports	0	Budget holder responsibility	N/A
Location	Migori county (Uriri/Nyatike or Kuria East) Bungoma County		
Grade	4		

Contract type	Fixed term (2 years)	Hours	40 per week
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Role purpose

The Project Facilitator is responsible for effectively implementing Ripple Effect's activities in the field according to objectives of the **Happy Donkeys for resilient families in Migori/Bungoma county Project**. The project is seeking to ensure that donkey owning communities in Migori/Bungoma county have improved livelihoods and their donkeys are Valued, well taken cares of and protected. The role involves being on the forefront of project implementation, working daily with farmers and other stakeholders.

Key responsibilities

Project implementation	<ul style="list-style-type: none">• Be responsible for the overall implementation of project activities in the allocated project areas.• Sensitize and mobilize communities' participation in the project area to undertake all planned activities• Assist in farm planning, especially during identification and preparation of new groups/farmers• Work with farmers' groups in different matters concerning group dynamics including envisioning, group management and leadership, general project management
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	<ul style="list-style-type: none"> • Formulate detailed work plans to implement activities which address identified development needs of project participants, families and communities. • Enhance and consolidate the work that Ripple Effect Kenya undertook with the communities under the Kakrao Livelihoods and Enterprising Migori projects.
Stakeholder engagement	<ul style="list-style-type: none"> • Support farmers with various advisory services in areas of Farm systems (including Livestock management and development activities; Sustainable agriculture, and Natural Resources Management), Gender and Social Inclusion, and enterprise development activities for their social economic development. • Ensure selection, establishment and functioning of community volunteers, Peer Farmer Trainers and their forums • Organise field visit with project stakeholders during the donor visits. • Ensure good working relations with all stakeholders (beneficiaries, group leaders, community opinion leaders and government officials) and maintain Ripple Effect's profile.
Monitoring and evaluation	<ul style="list-style-type: none"> • Participate in data collection and documentation of success stories and case studies where required for continuous updates of project progress. • Ensure farmers are followed up regularly and retrained in areas unclear to them. • Work closely with Project teams to establish local project's steering committees and with government officials and local leaders to ensure sustainability of farmer groups and their activities after graduation.
Capacity building	<ul style="list-style-type: none"> • Train farmers and relevant stakeholders in Ripple Effect's integrated approach.
Reporting and documentation	<ul style="list-style-type: none"> • Support farmers and ensure that the appropriate simple farm records are in place and are in use among all project participants. • Write and submit monthly reports and support Project coordinator to prepare quarterly, semester, and annual project progress reports and any other reports when required.
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.

	<ul style="list-style-type: none"> • Undertake other duties of a similar nature as reasonably required by the line manager.
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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 or Diploma with a specialty in rural development or any of social development, agronomy, extension services, environmental science, or other related fields.

Experience and knowledge

Essential:

- Strong field development experience involving application of sustainable methodologies.
- Knowledge in extension services delivery.
- Experience of monitoring and managing budgets and work plans.

Desirable:

- Experience in NGO work.
- Community development experience
- Experience in research and development

Skills and attributes

Essential:

- Ability to encourage and empower rural communities.
- Ability to conduct training programmes.
- Strong communication and report writing skills.
- Excellent interpersonal and networking skills with ability to collaborate with government and development partners.
- Proficient in IT/computers with basic Excel and Database skills
- Local language skills
- Self-motivated and proactive
- Strong attention to detail
- Team player with flexibility
- Understanding of the importance of confidentiality
- Ability to ride a motorbike with a valid driving license.
- Commitment to Ripple Effect's mission.
- Commitment to uphold our values of integrity, accountability and compassion.
- Respect for Ripple Effect's Christian background and ethos.

Desirable:

- Ability to build high quality group dynamics.
- Ability to manage conflict and deal positively with setbacks.

Equal opportunities

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