Assistant Implementation Manager – Herding for Health

DURATION: Two Year Contract
LOCATION: KAZA TFCA – Simalaha Zambia
REPORTING TO: H4H Site Implementation Manager

Introduction and Background
The Herding for Health (H4H) program is an integrated, holistic community-driven model that focuses on communal farming areas within the SADC region. Peace Parks Foundation (PPF) has identified several sites for implementing this model, located within Transfrontier Conservation Areas in southern Africa. The model is centred around four key pillars:

- Healthy rangelands,
- Healthy animals,
- Healthy governance, and
- Healthy communities.

It involves rangeland regeneration through planned rotational grazing, daily surveillance, and active herding of livestock by qualified herders. Animals are kraaled at night in mobile predator-proof bomas, improving animal health and mitigating human-livestock-wildlife conflict. The model integrates with local communities, empowering them through governance structures, committees, employment, training, and access to markets for sustainable livelihoods.

The model follows a holistic, community-driven approach to address challenges faced by farmers living in and around protected areas. Based on over twenty years of development and testing with pastoralist communities, it focuses on skills development, farmer participation, sustainable rangeland management practices, disease control, food safety, and community-led rural development principles.

Job Purpose:
The primary objective is to provide support and report to the Simalaha H4H Project Implementation Manager to ensure the successful implementation of the H4H model and the efficient management of all its components.

Role Requirements and Responsibilities:
- Ensure compliance with the detailed project plan and its implementation, including efficient management of timelines and deliverables.
- Assist in overseeing the day-to-day operations, including staff recruitment, management, and coordination with partners and stakeholders.
- Assist in organizing community engagements, workshops, and the mobilization of targeted participants and stakeholders.
- Ensure that program activities align with project objectives and that all deliverables are met on time and within the budget.
- Assist in providing information and data for compiling progress and monthly site reports, ensuring timely submission.
- Implement a hands-on approach to ensure efficient overall project management and compliance with program protocols.
• Assist the Implementation Manager in finalizing and implementing stewardship agreements with relevant communities, as needed.
• Support the monitoring and evaluation of the project’s key performance indicators and goals, ensuring proper recording and reporting.
• Collaborate with the Implementation Manager to provide regular updates to program partners and community leaders, and identify, suggest, or propose amendments or corrective actions to senior management.
• Ensure ongoing compliance with local regulations and policies, including those related to health, environment, and social safeguards.

Key Performance Areas:

1. Staff Recruitment, Contracting, and Management:
   • Assist the Implementation Manager with recruitment processes for support staff, eco rangers, and team leaders.
   • Manage staff contracted to support the project in accordance with relevant labour laws.
   • Support staff training and skills development.
   • Ensure staff health and safety as required.
   • Provide support to external consultants or professionals by sharing information, coordinating logistics, and liaising with stakeholders.

2. Project Management:
   • Ensure project deliverables specified in the Grant Agreement are achieved.
   • Implement project monitoring and evaluation according to identified indicators.
   • Assist in project reporting as specified by the H4H Project Manager, implementing partner, and Grant Agreement.
   • Support the Implementation Manager in project budget spending and allocation to budget lines. Manage all reporting and procurement requirements according to the Grant Agreement and the Finances Department of the implementing organization.
   • Follow appropriate communication and decision-making protocols in case of deviations from project timelines.
   • Responsible and professional management and maintenance of project assets, such as vehicles and equipment.
   • Present project progress and planning to various audiences as necessary.
   • Support continuous fundraising efforts for project extension and expansion.

3. Stakeholder Engagement:
   • Take responsibility for stakeholder relationships by maintaining regular and professional communication with relevant farmers, community leaders, government departments, employees, and other stakeholders.
   • Assist the Implementation Manager in initiating and facilitating community meetings and workshops as required.
   • Initiate and facilitate stakeholder meetings and workshops.
   • Ensure timely and professional feedback and reporting to meet stakeholder’s requirements.
   • Implement a communication protocol for project staff to facilitate appropriate and professional communication with all relevant stakeholders.
Personal Competencies:
1. Communication and Professional Skills:
   • Effective verbal and written communication skills with diverse stakeholders, including team members, farmers, community leaders, government representatives, project colleagues and leaders, external partners, etc.
   • Fluent English communication and ability to address technical and project management issues.
   • Problem-solving skills to identify and address issues and challenges with effective mitigation measures.
   • Time management skills to prioritize tasks and meet deadlines, ensuring project objectives are achieved.
   • Adaptability and collaboration skills to work well with team members and build positive relationships.
   • Upholding the highest ethical standards, maintaining professional relationships with staff, communities, and stakeholders, and managing challenges and conflicts with integrity and diplomacy.

2. Planning and Organizing:
   • Excellent project management skills.
   • Strong financial, staff, and reporting skills.
   • Ability to adapt project implementation in the event of delays or interruptions while still achieving project deliverables.
   • Organizing and planning staff to ensure project impact is maximized.

3. Leadership:
   • Demonstrated managerial and supervisory capability, providing clear direction and empowering others to translate a vision into results.
   • Ability to manage and resolve conflicts with stakeholders and staff professionally.
   • Implementing adaptive management through clear and decisive decision-making to help staff meet project objectives and deliverables despite challenges.
   • Taking ownership of the project and working as a team player within the broader H4H Team.
   • Willingness and ability to learn new skills.
   • Ability to work independently with a strong work ethic, honesty, and reliability.

Requirements:
• Minimum of five years’ experience in a project management role in agricultural value chain development, conservation conservancy, rangeland, animal health, or livestock management.
• Proficiency in MS Office, particularly MS Word, MS Excel, and MS PowerPoint.
• Driver’s license.
• Self-driven with strong leadership and team management experience, including the ability to motivate, reach consensus, set objectives, and manage performance.
• Experience in the implementation and management of livestock (agricultural) value chain interventions.
• Experience in staff recruitment and management, as well as project reporting.
• Project management experience, including fund management, deliverables management, and stakeholder engagement.

Remuneration:
A competitive salary package will be negotiated, based on qualifications and experience.

Interested candidates are invited to submit a cover letter detailing their interest in and suitability for
the position and a Curriculum Vitae, with full address, telephone number, email address and contact details of at least three contactable references by 9 November 2023 to email: applications@peaceparks.org

Only SHORTLISTED CANDIDATES will be contacted to attend an interview.