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| **TITLE:** Food Security and Livelihood Manager |
| **TEAM:** Operations | **LOCATION:** Bale FO(Robe) |
| **GRADE**: 2B | **CONTRACT LENGTH:** Six months, with the probability of an extension  |
| **CHILD SAFEGUARDING:**Level 3: the post holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work country programs; or are visiting the country programs; or because they are responsible for implementing the police checking/vetting process staff. |
| **ROLE PURPOSE**:In addition to FSL components of the project, The FSL Manager will oversee the overall operations' planning, implementation, Monitoring, evaluation, and reporting of the EHF-funded Anticipatory Actions for Drought Hazard Response in Laga-Hidha and Sawena Woredas of E/Bale zone at Oromia region.  He/she is direct will be assigned as a BH to handle the FSL, HN, and WASH components of the projectto deliver a broader package of support that helps beneficiaries build stronger livelihoods, HN and WASH as building beneficiaries’ ability to increase their incomes is expected to enhance purchasing power. The role holder as a project BH will devote his/her best efforts to enhance the WASH and HN status in the drought-affected targeted woreda.SC will regularly assess the adequacy of the transfer value. Provide multi-purpose cash transfers to address the immediate non-food needs of drought-affected vulnerable HHs. Also, the provision of supplementary livestock feed is a strategy to improve utilization of the feed and create veterinary service access to vulnerable climate change-induced drought-affected HHs in the project target area. Responsible for the supervision of all logistics, Staff, financial, and overall functioning aspects of this project. |
| **SCOPE OF ROLE**:**Report to:** Head of Field Office**Dimensions:** Communication and relationship management with a wide range of stakeholders, including the Zonal and Woreda Agriculture, office, Health Office, DMO offices, Consortium members/existing humanitarian agencies, and stakeholders to boldly represent Save the Children at clusters and inter-cluster coordination meeting**Staff directly reporting to this post**: two FSL- Officers |
|  **KEY AREAS OF ACCOUNTABILITY :*** Under the direct supervision of the Field Office head and in link with the FSL, WASH, and HN Technical advisers he/she provides overall managerial oversight and designs the detailed work plan in line with the project guidelines and description, guaranteeing the smooth implementation of all the activities on-time, on-quality, and on-budget.
* Plan and integrate evidence from the Cash Delivery and Lives took food into concurrent programming and future planning and resilience-building programs for development and replication.
* Conduct feasibility and market assessment as well as risk assessment.
* Awareness raising session on financial and digital literacy for MPCA beneficiaries
* Establish complaints and feedback mechanisms and communication
* Conduct MPCA Transfer and Livestock food procurements with the supply chain team
* Provision of leadership to HN and WASH components of the project as the project BH
* Facilitate PDM and QBM in collaboration with the MEAL team
* support targeted voucher-based animal treatment service delivery system along with supplementary livestock feed as a strategy to improve utilization of the feed and create veterinary service access to vulnerable drought-affected households in the project target area.
* To increase child sensitivity, the MPC should be linked to key services for children such as health, nutrition protection, and education.
* To help ensure that the MPC meets children’s needs, SCI will strengthen existing/establish community-based case management systems/ structures to support better follow-up, monitoring, and referrals for children to specific services.
* The MPC will also be accompanied by a strong SBCC component to influence behavior and decision-making for children’s well-being at the household level
* Facilitate MOU and Project proposal agreements with regional cosignatories
* Incorporate analysis and lessons learned into new strategies, proposals, and activities.
* Support learning from relevant best practices internally and externally, especially Save the Children International’s child-sensitive livelihood guidelines (particularly on implementing livelihood and other programs to strengthen better outcomes for children);
* Ensure programming interventions are implemented in cooperation with targeted communities, and include the participation of children in their design
* In cooperation and synergy with the project staff, plans and monitors the activities progress, in compliance with the donor regulations and contract signed with the donor, with donor’s and Save the Children ’s procedures, and with the specific Project Structure and Reporting Lines definition, making use of the financial instruments provided by the organization.
* In collaboration with the Administrative and Logistics team, plans and monitors the expenditures in line with the project’s implementation needs.
* In cooperation with the Program Coordinator, finalizes the data provided by his/her team, and supports the preparation, in compliance with the deadlines, of the narrative reports expected by the donors and by the partners.
* Coordinates the overall project supervises the overall effectiveness and efficiency of the staff; monitors the accuracy and efficiency of activities.
* Represents SC with the local / State authorities and partners at Coordination meeting
* Manages the goods purchased for the project; for all goods purchased by the project, support updates of the inventory and guarantee the respect of the policies and guidelines, in cooperation with the Logistics Office.
* In collaboration with the Program Coordinator and in synergy with the specific reporting lines of the projects, promotes and manages relations with the local government institutions, NGOs, and other local partners available in the area.
* Ensure compliance with the fund and timely fulfillment of project reporting requirements.
* Executes any other task necessary for good and timely completion of the projects, identified in mutual agreement.
* In coordination with the administrative team, supports in hiring of new staff directly related to the project and conducts staff appraisals Upholds SC’s mission and Charter of Values.
* Follows and enforces all SC codes of conduct and policies (globally and in-country);
* Performs any other duties as requested by the supervisor
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| **BEHAVIOURS (Values in Practice**)**Accountability:*** holds self-accountable for making decisions, managing resources efficiently, achieving and role modeling Save the Children values
* Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance, and applying appropriate consequences when results are not achieved.

**Ambition:*** sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development, and encourages their team to do the same
* widely shares their vision for Save the Children, engages and motivates others
* Future-orientated, thinks strategically and on a global scale.

**Collaboration:*** builds and maintains effective relationships, with their team, colleagues, Members, and external partners and supporters
* values a broad definition of diversity and sees it as a source of organizational strength
* Approachable, good listener, easy to talk to.

**Creativity:*** develops and encourages new and innovative solutions
* Willing to take disciplined risks.

**Integrity:*** honest encourages openness and transparency; demonstrates the highest levels of integrity
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| **QUALIFICATIONS*** Master’s degree/BA degree in food security/nutrition and /or Humanitarian/ Development Studies or any related field.
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| **EXPERIENCE AND SKILLS*** A minimum of 6 years of relevant progressive experience, out of which 2 years in managerial positions in/with an INGO. In the FSL, HN, WASH, and project management areas. Experience administering financial intervention projects.
* Proven interest & commitment to humanitarian and development principles and a demonstrable understanding of drought, conflict, and violence /post-conflict-induced humanitarian crisis contexts
* Excellent in written and spoken English
* Ability to plan, organize work, communicate, and report effectively (both in writing and verbally)
* Proven ability to prioritize tasks and meet deadlines
* Team player, effective communicator, successful negotiator, creative and analytical thinker, active learner, able to work in a multicultural environment
* Excellent communication skills, calm, with a good sense of working in an inter-cultural environment
* Proven commitment to accountability practices
* Ability to function effectively under stressful conditions such as heavy workloads, and deadlines.
* Excellent Microsoft Office applications skills (Excel, Word, PowerPoint, Emails, Skype, Web researchers)
* Knowledge of and adherence to the SC Code of Conduct, understanding other international development guidelines
* Familiarity with context culture, language etc. are desirable
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| **Additional job responsibilities*** The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out extended duties within reasonableness of their level of skills and experience.
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| **Equal Opportunities*** The role holder is required to carry out the duties of the SCI Equal Opportunities and Diversity policies and procedures.
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| **Child Safeguarding:*** We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.
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| **Health and Safety*** The role holder is required to carry out the duties by SCI Health and Safety policies and procedures.
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| **JD was written by:** | **Date:** |
| **JD agreed by:** | **Date:** |
| **Updated By: Abdissa Leta**  | **Date: October 28, 2024**  |
| **Evaluated:** | **Date:** |