



Work Context Background

The Nasi Tuan Association (NTA) was founded on Tanna Island, Vanuatu, in 2009, and registered as a charitable society in July 2010. It has worked with, supported and established farmer cooperatives growing coffee, peanuts, vegetables and spices. As part of its long-term sustainability strategy, NTA established Tanna Garden Community Company (TGCC) with the main goal is to increase the quality of life and self-sufficiency of households including the most vulnerable groups in Tanna. The overall aim of Nasi Tuan Association is to address the underlying causes of the modern slavery on Tanna through awareness, raising and advocacy and to empower farm-based household to improve their income and quality of life. Nasi Tuan Association is being implemented using funds provided through Tear Fund including funding from the New Zealand Ministry of Foreign Affairs (MFAT) and CARE International in Vanuatu, including funding from the Australian Department of Foreign Affairs and Trade (DFAT). The goal of Nasi Tuan Association is that vulnerable households are protected from modern slavery and are economically self-sufficient.

| | |
|---|--------------------------------------|
| JOB TITLE: Gender Specialist Officer | |
| LINE MANAGER: Project Coordinator | WORK LOCATION: Tanna |
| CLOSE INTERNAL CONTACTS: Training Officers, Field Officers, Managing Director | |
| REPORTING TO POSITION: N/A | FINANCIAL RESPONSIBILITY: N/A |
| <p>Purpose of the role: The Gender Specialist Officer will be responsible for supporting Nasi Tuan to mainstream gender across its work; including across Tear Fund and and CARE Partnership project activities. The position requires a strong background in gender with experience in agriculture and/or economic empowerment programs targeting women. They will be able to develop new connections and opportunities, and work collaboratively with NTA and CARE staff, farmers, partners and donors to optimize project activities performance in line with the existing project strategy, policies, mission, and direction of the NTA.</p> | |

Key responsibilities include:

- Participate in relevant training of trainings for partner gender methodologies and accompanying partner team members in relevant community-based workshop delivery
- Working alongside the Project Coordinator, Managing Director and relevant external technical specialist/s:

- observe and review Nasi Tuan’s project activities to identify Nasi Tuan’s current approaches to mainstream gender in it’s work
- make recommendations to strengthen and mainstream gender into Nasi Tuan’s work, including to integrate gender into Nasi Tuan planning, learning and development and organisational priorities
- Run gender sensitisation training for Nasi Tuan team members
- Progress agreed recommendations to strengthen and mainstream gender into Nasi Tuan’s work
- Represent Nasi Tuan and build relationships with key stakeholders progressing gender equality in Vanuatu
- Share Nasi Tuan efforts to mainstream gender in its work with donor Project and Partnership Managers, stakeholders, government, private sector, and project targeted communities
- Communicate effectively with the NTA Project Coordinator and NTA Managing Director and contribute to reports based on the donors requirement under project guidelines

| <i>Required qualifications and competencies</i> | |
|--|---|
| <i>Qualifications</i> | <ul style="list-style-type: none"> ● Minimum technical diploma and/or vocational training in rural development studies or gender; and/or ● Minimum 3-4 years relevant work experience, preferably in community based gender inclusive agriculture or economic empowerment activities and/or activity implementation with an Non-Government Organisation (NGO) or International Non-Government Organisation (INGO) |

| | |
|--|---|
| <p><i>Technical & Practical Skills</i></p> | <p><i>Technical</i></p> <ul style="list-style-type: none"> - Good understanding of including women’s economic empowerment approaches in the agriculture sector and a willingness to deepen knowledge of gender equality and women’s empowerment approaches - Proven experience contributing to agriculture / economic empowerment programs targeting women - Ability to develop / strengthen relationships with key stakeholders progressing gender equality in Vanuatu - Ability to coordinate this technical function(s) within NTA and recommend opportunities to mainstream gender into NTA programming, with minimal supervision; - Proven ability to work safely and effectively with communities and vulnerable groups including at risk youth and children; <p><i>Financial management</i></p> <ul style="list-style-type: none"> - Proven ability in managing a budget and/or cash <p><i>Recordkeeping and reporting</i></p> <ul style="list-style-type: none"> - Demonstrated experience in effective data collection and reporting - Ability to develop quality, concise reports and submission with accuracy - Intermediate Knowledge in Microsoft Office including Microsoft word and Excel, with Keyboard/data entry and numeracy skills |
| <p><i>Languages</i></p> | <p>Bislama & English (required), various Tanna languages (desirable)</p> |
| <p><i>Teamwork</i></p> | <p>Ability to work as a member of a team; be receptive to feedback; willing to learn new things and share knowledge and skills; embracing continuous improvement; be part of and contribute to the overall growth of NTA</p> |
| <p><i>Problem Solving & Innovation</i></p> | <p>Effective management through problem solving and finding the best solution to a given problem or situation; collaborate with others to seek input and alternative ideas; open to thinking of new ways to do things better, and willing to share ideas with others.</p> |
| <p><i>Self-Management</i></p> | <p>Self-motivated; able to work independently; focus on operational planning, time management and task prioritization; highly reliable and able to follow-through on tasks to ensure completion; high morals and ethics</p> |

Application Process:

Interested applications must submit a complete application, including:

- A current CV
- Documentation of relevant education completed
- A statement (no more than 1 page), detailing how they meet the essential qualifications and competencies.

Complete applications to be sent to Jeffrey Lahva, P.O.Box 163 Lenakel Tanna, or send to the following email address: jeffrey@nasituan.org by 31st July 2023.