



مؤسسة الأغا خان  
AGA KHAN FOUNDATION

## **JOB OPPORTUNITY**

The Aga Khan Development Network (AKDN) is a group of development agencies with mandates that include the environment, health, education, architecture, culture, microfinance, rural development, disaster reduction, and the promotion of private-sector enterprise and the revitalization of historic cities. AKDN agencies conduct their programmes without regard to faith, origin, or gender.

The Aga Khan Foundation in Syria seeks to employ a Project-based **Project Officer- Road to Resilience** for its office in Salamieh for a period of seven months.

### **JOB SUMMARY:**

The Project Officer is responsible for providing expertise and necessary technical knowledge in planning and implementation of project interventions related to building the capacity of farmers to increase production and productivity of home kitchen garden and small poultry in the project-targeted areas by promoting the adaptation of climate-resilient and smart agriculture practices. The incumbent will report directly to the Project Coordinator.

### **ROLES AND RESPONSIBILITIES:**

- Contribute to the development, review, and revision of the Annual Work Plan (AWP).
- Implement the R2R-related project activities in line with the approved AWP and budget, ensuring quality and compliance of implementation to internal policies, procedures, and donor requirements.
- Provide administrative and technical guidance and supervision to Project Assistants, as required
- Ensure the project activities are initiated and implemented on time and budget, and contribute to achieving the project aim, objectives, and targets.
- In collaboration with the project team, ensure the best selection process of the beneficiaries, and support the target communities to form Farmers Groups if needed.
- Ensure conducting the assessment, research, and impact studies, support the project team and experts/consultants in conducting surveys, and studying in the project target areas, and jointly with the project team, review assessment results, reports, and recommendations, and develop and implement interventions based on the results.
- In close collaboration with the Project Coordinator, Community Engagement staff, Environmental Specialist and other team members, ensure conducting training needs assessment of the farmer's groups CIGs/CBOs and design and implement capacity building plan, which includes but is not limited to providing training on the managerial, technical, and Small Innovative Impactful and Integrated Modules, exchange visits, access to information and know-how.
- Track, follow up, and provide technical support to the beneficiaries in piloting, testing, adaptation, and scaling up innovations and best practices that contribute to increased production and productivity in Climate-smart and regenerative Agriculture activities.
- Identify opportunities for improving livelihoods for farmers with a particular focus on Regenerative Agriculture practices, including climate-smart interventions.
- In collaboration with the Community Engagement team, ensure the work with local communities through village committees to assess their needs and identify the primary target households for the project activities.
- Work with relevant government agencies, LNGOs, research and academic institutions to explore opportunities for adoption of best practices and innovations in the agriculture sector.
- In close collaboration with the project team and other units of AKF (Procurement, Logistics, Finance), identify the specifications, develop purchase orders, and manage procurement.

- Conduct regular field visits to assess the impact of project interventions, identify risks that can impede attaining the project objectives, and report to the line manager.
- In coordination and guidance of the MERL Officer, support and participate in M&E activities, including baseline/end-line/midterm assessments, project-related surveys, and data & information collection.
- Support the development of case studies and other communication materials, which are both qualitative and quantitative and which narrate the best practices, lessons learned, and success stories from the field.
- Contribute to the development of project progress reports by providing evidence-based narrative information, data, and analysis. Provide periodic (half-monthly, monthly, quarterly, annual, and ad-hoc) reports to the line manager.
- Facilitate implementation of small grants, this includes overseeing and providing technical support to target groups and individuals to develop proposals, providing small grants to beneficiaries, tracking and monitoring the implementation of small grants, and ensuring the beneficiaries follow AKF's small grants policy and procedures
- Ensure all project activities are implemented as planned and by AKF's policies, procedures, and project requirements.
- Promote and support gender equality, environmental sustainability, youth engagement, and safeguarding in the planning and implementation of all project activities.
- Foster a diverse and inclusive work environment that welcomes individuals of all genders
- Adhere to safeguarding policies and Code of Conduct in all interactions, implement safeguarding prevention measures to prevent and report safeguarding concerns, and contribute to a safe and respectful environment for all individuals AKF works with.

## **QUALIFICATIONS AND REQUIREMENTS**

- The applicant must have a Bachelor's Degree in Livestock Health/Veterinary Medicine, Agriculture (specially in horticulture), or other related fields.
- At least Two years of prior practical experience in the agricultural field, such as livestock and horticulture.
- Knowledge of Value Chain development.
- Good knowledge and skills in project planning, implementation, and monitoring.
- Knowledge and understanding of gender equality principles and integration in project planning, budgeting, implementation, monitoring, and evaluation.
- Good understanding of climate change and principles of climate resilience building in the farming community.
- Strong verbal and written communication skills in the Arabic language.
- Proficiency in the English language.
- Excellent negotiation, teamwork, and communication skills.

### **Safeguarding Commitments:**

AKF is committed to maintaining the highest standard of ethical behaviour among its staff, representatives, and partners to make sure of do no harm of the beneficiaries and whom dealing with. In line with this commitment; the incumbent to this position must adhere to the AKF Code of Conduct and the relevant Safeguarding policies.

Interested male and female applicants are required to apply exclusively via this [Link](#)

**Deadline for applications submission is Wednesday April 1<sup>st</sup> 2026.**

**Only shortlisted candidates will be contacted**

