

RURAL SUPPORT PROGRAMMES NETWORK (RSPN)

JOB DESCRIPTION		HR#002
1.0 Position Summary		
1.1 Position: Project Manager	1.2 Department/Project: Pakistan Climate Smart Agriculture Activity	
1.3 Category/Grade: Management - 4	1.4 Duty Station: Islamabad with frequent travel to Khyber Pakhtunkhwa, Balochistan, Sindh & Punjab	
1.5 Reporting to: Chief Operating Officer (COO), RSPN		
2.0 Job Responsibilities		
<p>In partnership with Kaizen (intl.), RSPN is implementing a five-year USAID funded Climate Smart Agriculture (CSA) project in five agro-climatic regions in the provinces of Khyber Pakhtunkhwa, Balochistan, Sindh & Punjab. RSPN is recruiting a Project Manager for the project focusing on improving farmers' use of climate smart management practices and technology through social mobilisation of farming communities. The CSA project will also support improving efficiency in technologies with selected firms and reach out to farmers for their adoption and sustainable use. RSPN, as an implementing partner, has a pivotal role in facilitating linkages of farmers with the private and public sectors for improved pre- and post-harvest climate smart practices. The Project Manager will be based in Islamabad with frequent travel to project sites and overall responsible for project management and donor liaison and reporting.</p> <p>The Project Manager will be responsible for the following:</p> <ul style="list-style-type: none"> i) Lead the development and implementation of a strategic project plan with implementing partner Rural Support Programmes (RSPs) to promote climate-smart agriculture across the five agro-climatic zones of Pakistan. ii) Provide guidance and oversight to field teams of implementing partners to carry out CSA activities with a focus on soil health conservation and water resource management as per the agreed scope of work with Kaizen. iii) Facilitate implementing partner RSPs in creating field-level linkages between farmers and the private sector partners to design and adapt models for village collection centres for crops enhancing post-harvest practices, based on local contexts. iv) Facilitate local implementing partner RSPs in establishing Farmer Field Schools to provide capacity building and technical support to farmers, as per the agreed-upon scope of work with USAID and Kaizen. v) Support local implementing partners in adopting new technological advances and practical solutions in target communities. vi) Coordinate with local, partner RSPs to monitor their progress and ensure that technical support from the lead partner Kaizen is provided as and when needed. vii) Liaise with Kaizen and, if required, USAID and other stakeholders to represent the project. viii) Represent RSPN's CSA at relevant meetings and forums. ix) Ensure comprehensive compliance with USAID reporting requirements and other contracting requirements. x) Monitor project finances, ensuring compliance with USAID regulations and RSPN's internal financial procedures. xi) Lead the production and dissemination of reports, publications, and communication material to highlight project work, innovation, and lessons learned; Any other task relevant to RSPN's component, per agreed scope of work with USAID, as determined by the reporting supervisor. xii) Perform any other official assignment given by supervisor or RSPN management. 		

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3.0 Required Qualifications, Experience and Skills

3.1 Education: Minimum Masters' degree, preferably in Environmental Sciences, Agriculture, Social Sciences or related field.

Note: 4-year Bachelor (Hons) degree after 12-year schooling will be considered equivalent to Masters' degree.

3.2 Experience:

- At least 10 years of experience in project management.
- Prior experience of USAID funded projects and relevant systems will be given preference.
- Experience in budget management and financial oversight.
- Familiarity with climate-smart agricultural practices and technologies.
- Excellent English writing and spoken skills.
- Ability to travel to field areas and handle change and uncertainty.
- Sensitivity to gender and other social issues.

3.3 Skills:

- Knowledge and understanding of poverty dynamics in Pakistan.
- Strong leadership and team management capabilities.
- Proficiency in project planning and implementation.
- Excellent analytical and problem-solving abilities.
- Ability to effectively liaise with donors and other stakeholders and build strategic partnerships.
- Working knowledge of project monitoring and evaluation techniques.
- Ability to handle multiple tasks and meet deadlines.
- Self-motivated, action-oriented, and able to work independently and collaboratively.