



1. JOB TITLE: Communication Manager

Job Description

Sustainable Agriculture Tanzania (SAT) is a pioneering organization situated in the heart of Tanzania, dedicated to transforming the agricultural landscape through organic farming. Collaborating closely with small-scale farmers, universities, corporate entities, and government extension officers, SAT adopts a holistic approach which is anchored in an Innovation Accelerator for Agroecology structured around four core pillars: dissemination, research, application/marketing, and networking.

We are on the lookout for a Communication Manager to lead our vibrant and rapidly expanding team. This role presents an unparalleled opportunity within a bustling, high-energy, yet supportive environment. It's perfectly suited for an organized, professional individual who boasts a keen passion for organic agriculture, community upliftment, an exceptional eye for detail, and an unwavering team spirit.

SAT seeks a dynamic, highly motivated, and creative Communication Manager with a profound passion for storytelling. This role is ideal for someone who finds joy in crafting inspiring narratives using words, images, and video clips to highlight SAT's impactful work and to propagate knowledge and insights about organic agriculture.

As the voice of Sustainable Agriculture Tanzania, the Communication Manager will play a pivotal role in broadcasting SAT's endeavors and accomplishments within the organic movement and to other pertinent stakeholders. This encompasses managing internal communications within our expansive network of over 20,000 farmers, as well as external communications aimed at fostering and amplifying partnerships both within Tanzania and internationally.

The mission is to steer the Communication Department towards enhancing SAT's visibility and influence, promoting awareness about organic agriculture, informing farmers and organizations about our training programs at the Farmer Training Centre, and showcasing SAT as a dynamic entity to stakeholders, interested parties, and the general public. Through various channels, including our website, social media platforms, and newsletters, the Communication Manager will highlight organic farming success stories, advertise SAT's services, secure grants to support small-scale farmers in Tanzania, and nurture communication among SAT staff and farmers. Working closely with the Executive, the Communication Manager will be attuned to the organization's pulse, ensuring excellence in all communication efforts.

Responsibilities

Public Relations:

- Elevate SAT's visibility and engagement through strategic use of social media channels (Facebook, Twitter, Instagram, YouTube), an up-to-date website, and e-mail newsletters.
- Manage contacts with relevant journalists, handle media inquiries, and prepare press materials including statements and press kits.
- Promote SAT's Farmer Training Courses, FairCarbon4Us, and other services to a broader audience.
- Conduct research, draft speeches, and develop presentations on relevant topics to further SAT's mission.

Fundraising:

- Foster relationships with private donors through personalized communications, including thank-you letters, photographs, updates, and phone calls.
- Assist in the preparation of compelling proposals to secure grants, awards, and fellowships for SAT.

Reporting:

- Stay informed about SAT's activities by attending meetings and reviewing project reports.
- Take responsibility for the compilation of the annual report, highlighting SAT's achievements and impact.

Planning and Monitoring:

- Develop and implement a comprehensive annual communication plan, including a budget, to guide the department's activities.
- Formulate internal and external communications strategies and policies to enhance SAT's messaging and outreach.
- Regularly monitor and evaluate the progress and effectiveness of the communication department's initiatives and adjust strategies as necessary.

This role demands a proactive, creative, and strategic thinker who can effectively articulate SAT's vision and achievements, driving awareness and support for sustainable agriculture in Tanzania and beyond.

Skills and Qualifications

1. Educational Background: A Bachelor's or Master's degree in Communication, Public Relations, Journalism, or a related field is required.

2. Professional Experience: Prior experience in a communication manager role within a reputable organization is essential.

3. Track Record: A proven history of successful communications/marketing campaigns and fundraising initiatives will be considered an advantage.

4. Passion for Sustainability: A deep commitment to and enthusiasm for sustainable agriculture is crucial.

5. Team Collaboration: Must possess outstanding team collaboration abilities, demonstrating effectiveness in working within team environments.

6. Language Proficiency: Excellent command of both English and Swahili is necessary for effective communication.

7. Strong Digital Competence: Proficiency in social media platforms and basic graphic design software (Photoshop, InDesign, Illustrator) and web design tools (e.g., Shopify, Webflow) is required.

8. Multimedia Skills: Skills in photography and videography are highly desirable.

9. Attention to Detail: Exceptional proofreading skills to ensure accuracy and clarity in all communications.

Applications must be submitted online. Deadline of application is **10th March 2024**. Only shortlisted candidates will be contacted for interviews.

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2. JOB TITLE: Project Manager for Organic Value Chain

Job Description

We are seeking an experienced and dynamic Project Manager to lead the [Organic Value Chain Development \(OVCD\) project](#). The ideal candidate will possess a strong background in Marketing and Sales, with a minimum of 3 years of experience in these fields, preferably in the food sector. This role requires a Bachelor's degree in a relevant field, exceptional communication, and management skills, and a passion for organic farming. The position is based in Tanzania, with project activities spanning across the mainland and Zanzibar. Travel to project sites and partner locations within Tanzania is required.

Responsibilities

- **Project Leadership and Management:** Oversee the OVCD project, ensuring it meets its objectives of increasing the volume and market value of organic products, enhancing income for farmers and SMEs, and expanding their production capacity.
- **Marketing and Sales Strategy:** Engage in the marketing and sales of organic products, developing strategies to increase awareness and demand for organic produce within Tanzania and potentially, regional markets.
- **Stakeholder Engagement:** Collaborate with project partners such as to foster a thriving organic sector. Build and maintain relationships with SMEs, farmers, and organic shops to enhance market access and competitiveness.
- **Capacity Building:** Lead efforts to oversee training and support for organic certification, and to provide marketing, and sales techniques to SMEs and farmers. Facilitate the establishment of new organic shops and strengthen networks among organic stakeholders.

- **Monitoring and Evaluation:** Track project progress and measure its impact on the organic sector's growth in Tanzania. Prepare and present detailed reports on project outcomes to stakeholders and funders.
- **Innovation and Improvement:** Identify opportunities for innovation within the project's scope. Implement best practices and lessons learned from previous phases to enhance project outcomes.

Skills and Qualifications

- Bachelor's degree in Marketing, Project Management, Business Administration, Agriculture, or a related field.
- At least 3 years of experience in marketing or sales, with a preference for experience in the organic products sector.
- Proven project management skills, with the ability to lead diverse teams and manage multiple tasks simultaneously.
- Excellent verbal and written communication skills, with the ability to engage effectively with a wide range of stakeholders.
- Strong analytical and problem-solving abilities, with a strategic approach to overcoming challenges.
- Commitment to sustainable agriculture and organic farming practices.

Applications must be submitted online. Deadline of application is **10th March 2024**. Only shortlisted candidates will be contacted for interviews.

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