



FOOD FOR  
HIS CHILDREN

Zara Road Umatu Area, Sumawe, S.L.P. 172  
Karatu, Arusha, Tanzania  
Tel: +255 744 760 106/+255 752 304 536  
[www.foodforhischildren.org](http://www.foodforhischildren.org)

## **NEW VACANCIES- MAY 2024**

### **POSITION: OPERATION MANAGER (1)**

#### **Report to**

Director of Partnership and program development

**Basic Salary: 1,275,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

#### **Position overview**

FOOD FOR HIS CHILDREN is a Christian organization working to eradicate extreme poverty in rural Tanzania. We are seeking a strategic and analytical individual for day-to-day program and administrative planning, direction and collaboration with the Tanzania Director, US Executive Director and the overall organization.

The Operations Manager is responsible for the day to day administrative, operational and financial support of the organization; analyzing effectiveness; long-term strategic planning; ensuring legal and governance compliance; evaluating, developing and implementing processes, procedures and policies to further the mission and vision; and managing personnel. The Operations Manager reports directly to the Tanzania Director of Partnership and program development. The goal of the Operations Manager position is to secure the functionality of the business to drive extensive and sustainable program impact.

#### **Responsibilities.**

##### **Business management and development 50%**

- Support and strengthen the organization so that it can represent Christ and function in a way that uses the resources God has provided in the way He intended. This requires prayer and focus on what God wants for daily operations.
- Oversee daily operations of the company and the complete scope of work supporting the organization's mission and vision to surpass organizational goals
- Assist with strategic planning and organizational goal planning to generate improvements to existing programs and the Farm and Innovation Center and assist with development of new programs
- Utilize strategic planning to maintain high level functioning of the organization while remaining open to new opportunities



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- Set comprehensive goals for performance and growth
- Make high-level decisions about strategies
- Oversee marketing initiatives and implementing better business practices
- Communicate circumstances and events of operations to officers and other appropriate people to keep all apprised
- In collaboration with the US and Tanzania leadership Team develop new programs as required by the organization's strategic plan and long-term goals.
- In collaboration with the US and Tanzania leadership Team ensure the organization is working in alignment with its mission and vision
- In In collaboration with the US and Tanzania leadership Team, create an environment and culture that focuses on fulfilling the organization's mission, vision and Values

#### Financial Management

- Oversee financial performance and risk profile while ensuring that all of regulatory obligations are met
- Monitor invoices, money handling procedures, accounting, bill payment and bank processes
- Prepare timely and accurate financial performance reports
- Oversee the Organization's fiscal activity, including budgeting, reporting, and auditing
- Ensure the timely submission of month-end financial and operational reports
- Implement operating cost controls in the areas of staffing, supplies, purchased services, etc. and introduce tactical initiatives to address losses.
- Fixed asset management
- Ensure maintenance and security of equipment and motor vehicles
- Complete market research to evaluate competitors and identify potential collaborators
- Create reports for senior management, government and the Board of Directors

#### **Project management 20%**

- Oversee and manage special projects
- Oversee construction for the Farm and Innovation Center
- Assist with establishing and implementing annual plans for departments
- Oversee and improve use of technology in the organization
- Lead in expansion activities



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- Manage the design and implementation of new programs and services in collaboration with the Director of Partnership and program Development
- Assist in fundraising ventures
- Assist in managing relationships with partners and vendors
- Execute project planning and project management skills at high level

### **Program monitoring and evaluation 30%**

- Data analyses for program impact and evaluation using organization metrics
- Improve program evaluation methods
- Ensure quality metrics are achieved through community development best practices
- Ensure data collection and data accuracy
- Analyze organization processes to improve program impact, and staff performance and efficiency
- Assist with implementing program design improvements
- Oversight and management of the organization database web-based database, including data entry, records maintenance and information management
- Evaluate processes and make recommendations for improvement
- Evaluate impact of programs and make recommendations for improvement
- Monitor organization performance by measuring and analyzing results, initiating corrective actions, and minimizing the impact of variances
- In coordination with Director of Partnership and program development and US Executive Director, create an annual program evaluation plan

### **REQUIREMENTS/SKILLS**

- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- Bachelor's degree in Business Administration, Community Development, Nonprofit Management, Project Planning and Management, Accounting or other related field or equivalent work experience.
- Minimum of 2 years of experience as an Operations manager or relevant role
- Three or more of the following describe you: strategic, achiever, problem solver, organized, analytical, strive for excellence
- Understanding of and experience with management, policy and compliance, Human Resources, and Finance
- Demonstrated competency in strategic planning and business development



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- Excellent communication skills (written and verbal), time management and experience working with different cultures
- Experience managing organizational budget and bookkeeping
- Working knowledge of data analysis, performance/operation metrics, IT/Business infrastructure
- Proficient with computers and MS Office, and experience with software platforms like MS Office, Google docs, Basecamp, Quickbooks and database systems
- High attention to detail and critical thinker with excellent organizational skills; ability to prioritize and execute tasks and to manage multiple, high priority tasks

## **POSITION: ACCOUNTANT AND ADMINISTRATIVE ASSISTANT (1)**

### **Reports To**

Operation Manager

**Salary: 700,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

### **Position overview**

Food for His Children is seeking a highly motivated individual to fill the combined role of Accountant and Administrative Assistant. The successful candidate will be responsible for managing financial transactions, maintaining accurate records, and providing administrative support to ensure the smooth operation of our organization. Proficiency in QuickBooks accounting software is required for this role.

### **Responsibilities:**

#### **Accounting roles (60%)**

- Oversee financial performance and risk profile while ensuring that all of regulatory obligations are met
- Oversee the Organization's fiscal activity, including budgeting, reporting, and auditing
- Monitor budgets and expenditures, contribute to budget planning and revision.



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- Ensure the financial transactions are authorized, recorded, filed with adequate supporting documentation, and maintained.
- Reconcile transactions on computer and bank statements and ensure that all accounts balance
- Handle day-to-day financial transactions, including accounts payable, accounts receivable, and payroll processing.
- Monitor invoices, money handling procedures, accounting, bill payment and bank processes
- Implement operating cost controls in the areas of staffing, supplies, purchased services, etc. and introduce tactical initiatives to address losses.
- Liaise with and review budgets and expenditure as necessary
- Preparing payroll, filing payroll returns, and making payments of all payroll deductions.
- Maintain accurate and up-to-date financial records using QuickBooks accounting software.
- Prepare monthly financial reports, including income statements, balance sheets, and cash flow statements.
- Assist in budget preparation and monitoring, ensuring compliance with donor requirements, organizational and accounting policies.
- Coordinate with external auditors for annual audits and ensure timely submission of financial reports.
- Ensure Food for His Children complies with financial policies and regulations of Tanzania.
- Keep all expenses within the approved organizational budget
- Review all fund requests and ensure the requests match the approved budget
- Review organization budget monthly and contracts to ensure FFHC is in compliance with all payments
- Review organization Fixed Assets and ensure it agrees with QuickBooks and depreciation is done by December every year

#### **Administration roles (40%)**

- Provide administrative support to the team, including managing correspondence, scheduling meetings, and maintaining office supplies.
- Assist in organizing events, workshops, and training sessions as needed.
- Handle general office duties such as filing, photocopying, and data entry.



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- Responsible for all travel arrangements of the organization staff, flight bookings, purchase tickets; make hotel/accommodation reservations and clear the payments and keep records thereof.
- Ensure proper welcome arrangements for staff, delegate, visitors/consultants including pick up/drop from/at airport.
- Taking of meeting minutes as required.
- Undertake general admin tasks under the direction of US & TZ Team lead e.g. dealing with items of correspondence, telephone messages & enquiries and filing
- Keep track of all admin documents including registration all internal & external correspondence and records updated
- Any other tasks assigned by the line management related to finance and administration
- Support the Director of Partnership and Program Development, Executive Director and other staff members in various tasks as assigned.

#### **Qualifications:**

- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- Diploma in Accounting and Finance
- Proven experience working in accounting and administrative roles, preferably in a non-profit organization or similar setting.
- Proficiency in QuickBooks accounting software is essential.
- Strong organizational skills and attention to detail.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team in a fast-paced environment.
- Knowledge of Tanzanian accounting standards and regulations is desirable.
- Fluency in English (written and spoken) is required.



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## **POSITION: FIELD OFFICERS (5)**

### **Reports To**

Operation Manager

**Basic Salary: 775,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

### **Position overview**

As a Field Officer at Food for His Children (FFHC), you will serve as a key liaison between our organization and the beneficiaries we support. Your role encompasses a diverse range of responsibilities aimed at providing holistic support to families in rural Tanzania, with a focus on case management and community engagement through family visits and community meetings.

This position requires travel by motorcycle in remote villages. Applicants need a motorcycle license or must be willing to travel by Electric bicycle to complete their duties.

### **Responsibilities:**

- Discipleship: provide individual teaching of D4D principles and Biblical values to help individuals grow in their relationship with Jesus and to understand who they were created to be and how their role fits with the rest of their family and community. Demonstrate Christ-like behavior in all areas of life in order to be a role model for others.
- Case management of FFHC families to disciple, encourage and equip them to become all God created them to be.
- Prepare monitoring schedules for families and evaluate success indicators, and assist families with setting goals and steps to attain them, providing hands-on assistance when appropriate.
- Meet regularly with families to evaluate and monitor progress of stated goals; progress towards 16 Points of a Healthy Home; goat care and farming practices, family food security and assist with problem solving where needed. Complete case notes for every visit or attempted visit with a family.





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- Coach families in processing how to determine and address the challenges to attaining their goals and provide additional assistance as needed, and weekly write a story about a participant to show their challenges, successes and about their life.
- Document all contacts with participants in appropriate files and enter family information in the database, make this information accessible to US FFHC for marketing/donor relation purposes, and attend meetings with the project sites to discuss successes and challenges and means to overcome the challenges.
- Assess the needs of the client and the client's family and arrange, coordinate, monitor, evaluate, and advocate for services to meet the specific client's needs
- Conduct family interviews upon acceptance into the program and annual reviews on their program enrollment anniversary month.
- Complete a goal plan with each family based on their goals and goals required to fulfill contract requirements
- Conduct family assessment annually and provide hands-on assistance in areas they are struggling with, if needed.
- Oversee school involvement program with Food for His Children families
- Maintain separate files for every family and ensure all records are kept according to activity done in a specific folder and that records are entered into FFHC database in a timely manner.
- Create family and child stories for fundraising
- Ensure formation of saving groups in each project site and attend savings group meetings to develop relationship with the group at least monthly
- Ensure all families comply with Food for His Children contract terms and conditions
- Participate in assigned department work as required

## QUALIFICATIONS

- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- Diploma in community development or social work
- Experience working in community development, sociology/social work field with preference given to those with Minimum 1 year experience in the same position in one of the above fields or related field.
- Eager to live and work in an emerging MULTICULTURAL ENVIRONMENT.
- Excellent Microsoft Word, Database and Excel skills.
- Fluency in English and Kiswahili, both written and spoken, is required.





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- Deep understanding of public relations and community interaction, strong analytical and problem-solving skills.
- Demonstrated ability to motivate, support and understand project teams, ideally in emerging services in the community.
- Must be detail oriented and place high priority on task completion, work well in a team environment, but also able to work independently.
- Must have a driving license and drive a motorcycle

## **POSITION: TRAINER (1)**

### **Reports To**

Operation Manager

**Basic Salary: 775,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

### **Position overview**

A trainer has a vital role in empowering families and communities through education and skill development. Your primary responsibility will be to deliver engaging training sessions on health and environment, entrepreneurship, and agricultural practices, aimed at enhancing the well-being and self-sufficiency of FFHC beneficiaries.

This position requires travel by motorcycle in remote villages. Applicants need a motorcycle license or must be willing to travel by Electric bicycle to complete their duties.

### **Responsibilities:**

#### **Teaching:**

- Deliver Health and Environment training sessions, emphasizing the importance of the 16 points of a healthy home through practical demonstrations of hygiene and sanitation practices.



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- Conduct Entrepreneurship workshops covering topics such as savings, financial management, and marketing skills, while encouraging families to join savings groups.
- Provide leadership and discipleship training to project and site leaders, fostering personal and community development.
- Instruct families in the Farming Foundations curriculum, Farming God's Way and assist them with Heifer Raising Goats for Milk and Meat curriculum.
- Educate families on proper record-keeping for goat milk production, breeding, health, and veterinary care, offering one-on-one training as needed.

#### **Plan, Organize & Coordinate:**

- Plan and organize training sessions, ensuring high enrollment of targeted recipients twice per year.
- Develop training syllabus for each session and maintain electronic copies for future reference.
- Collaborate with other departments to create additional training curricula.
- Notify all relevant stakeholders, including families, site leaders, village and church leaders, and FFHC departments, of upcoming training dates.
- Supervise the roles of the Health and Environment & Entrepreneurship departments.
- Conduct door-to-door visits to gather feedback from families following each training session at least once or twice per quarter.
- Coordinate youth programs focusing on entrepreneurship, health and environment, savings, leadership, and Farming Foundations.
- Work with experts and third parties to develop comprehensive training content covering FFHC topics.
- Ensure all necessary tools, materials, and equipment for training sessions are available at least once a week prior to the scheduled date.
- Oversee quarterly goat husbandry training for all recipients at every site.
- Collaborate with other departments to ensure accurate input of goat and family records into FFHC databases on a quarterly basis.

#### **Qualifications:**



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- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- Diploma and or Bachelor Degree in education, business or related field.
- Two (2) years' previous experience as a trainer, corporate training specialist, or related position preferably in rural or community development settings.
- Excellent organizational and coordination skills with the ability to manage multiple tasks simultaneously.
- Proficient computer skills, Microsoft Office Suite (Word, PowerPoint, Outlook, and Excel), and instructional software.
- Experience with technologies and best practices for instructional manuals and teaching platforms.
- Effective communication and interpersonal skills, with the ability to engage diverse audiences.
- Proficiency in record-keeping and data management.
- Ability to work independently and as part of a team, with a passion for empowering families and communities.
- Organized and able to create multiple timelines, budgets, and schedules.
- Excellent verbal and written communication skills
- Knowledge of Instrumental designs (picture)
- Ability to interact and teach lessons to both kids and adults
- Must have a driving license and drive a motorcycle

**Position: AGRICULTURE FIELD OFFICER (1)**

**Reports To**

Operation Manager

**Basic Salary: 775,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

**Position overview**

As an Agricultural Trainer at Food for His Children (FFHC), you will play a crucial role in equipping goat recipients and project sites with the necessary knowledge and skills to enhance agricultural productivity and sustainability. Your responsibilities will encompass



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a wide range of training activities aimed at empowering communities to maximize crop yield and improve farming practices. Additionally, you will collaborate with stakeholders, manage project deliverables, and contribute to program planning and strategy development.

This position requires travel by motorcycle in remote villages. Applicants need a motorcycle license or must be willing to travel by Electric bicycle to complete their duties.

### **Responsibilities.**

- Train and assist goat recipients on how to add value to their crops
- Participate in training of new goat recipients before they are given breeding goats
- Provide training to FFHC project sites based on crops/pests at each site monthly
- Train FFHC families about Moringa Trees, sustainable farming, vertical gardening and other lessons learned from various training such as ECHO
- Provide technical support to farmers on best agricultural practices
- Build capacity of the groups and networks to prepare their operations plans and to coach them on implementation
- Use Foundations for Farming, Farming God's Way, Heifer and other curriculums to help farmers increase their crop yield
- Coordinate with KickStart International for agribusiness training
- Sensitization and mobilization of members and groups
- Organize and direct crop demonstration plots at goat farm as a learning point to goat recipients
- Organize and facilitate farmer field school (open to both goat recipients and others in the community who are not goat recipients) to educate regarding conservation farming technologies Quarterly.
- Organize crop field day so that our goat recipients can learn and exchange new crop technologies
- Ensure implementation, monitoring and evaluation of project deliverables as per project design
- Collaborate with relevant stakeholders (Farmers, Government livestock officers and other NGOs) to ensure appropriate programming strategies are developed and refined for the target population



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- Visit target communities on a regular basis to discuss with farmers on their problems, experiences and learn about communities and agricultural practices relevant to the increased production of food for target communities.
- Ensure the design of appropriate training methods and materials for use in local community development work and informal education activities.
- Participate in planning sessions and in the development of program strategies
- Participate in special projects as assigned by the Food for His Children Directors or Managers
- Review performed activities and plan activities for the next week
- Prepare monitoring schedule and indicators to be evaluated
- Evaluate FFHC beneficiaries for changes in their farming practices and production
- Organize and participate in monitoring of the project interventions
- Assist in preparation of yearly AGD Work plan and budget
- Act as a liaison officer between FFHC and crop research findings institutes
- Assist with activities concerning environmental improvement, like tree planting.
- Work closely with other departments as needed to facilitate the development of the FFHC farm
- Manage relationships with relevant stakeholders (local government and other stakeholders)
- Act upon any activity assigned by the office

#### **QUALIFICATION.**

- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- A Degree in Agriculture preferably Agronomy at recognized university
- At least two years or more of experience working with NGOs or other private sector in agricultural related Programmes.
- Managing demonstration farms, following up application of good agricultural practices; and effective use of training materials.
- Ability to achieve predefined results and outcomes using ethical, best practice methods
- Experience in project design, planning, implementation, monitoring, and evaluation.
- Strong communication, interpersonal, community level facilitation and coordination skills.
- Computer literacy, good record keeping and report writing



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- Strong teamwork skills and the ability to work in a multi partner initiatives
- Budget and financial management, training need assessment and training facilitation
- Willingness to work in rural/marginal areas
- Ability to work with minimum supervision
- Must have a driving license and drive a motorcycle

### **Position: LIVESTOCK FIELD OFFICER (2)**

#### **Reports To**

Operation Manager

**Basic Salary: 775,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

#### **Position overview**

As a Livestock field officer at Food for His Children (FFHC), you will play a vital role in empowering goat recipients and participants with the knowledge and skills necessary for effective animal husbandry practices. Your responsibilities will include conducting training sessions, treatments, providing technical support, coordinating with stakeholders, and ensuring compliance with program requirements.

This position requires travel by motorcycle in remote villages. Applicants need a motorcycle license or must be willing to travel by Electric bicycle to complete their duties.

#### **Responsibilities**

- Provide preventative care and treatment to Food for His Children goats and goats in FFHC families' herds
- Read Heifer International's Raising Goats for Milk and Meat and Livestock for a Small Earth and use these as teaching manuals for FFHC recipient and participant training



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- Train all FFHC goat recipients and applicants about animal health and husbandry. Assess level of understanding of said training and evaluate progress of goat farmers in practicing proper goat management.
- Train FFHC recipients in basic goat care management to include general health, symptoms of common illness and ways to treat symptoms by using local medical treatments, deworming, dehorning, hoof trimming and teaching when calling a Vet is needed.
- Train FFHC recipients on proper records keeping for milk production, deworming, dehorning, breeding and vaccination and ensure that it is done.
- Maintain the deworming, dehorning, breeding and vaccination records
- At least quarterly, meet with FFHC goat farmers at their homes and at site meetings to provide hands on training and assessment of how they are applying what they have learned, to determine areas where more training is needed and identify leaders in goat farming
- Teach families how to determine if treating a goat is economically viable due to its health or condition and teach the value of each goat
- Disciple, encourage and empower FFHC program participants using appreciative inquiry and Discipleship for Development principles to help FFHC participants and team members learn to solve problems themselves.
- Attend project site meetings as needed and provide training to recipients as required and indicated by annual plan and schedule
- Create an annual training program schedule and calendar for animal husbandry for sites and individual training
- Meet monthly with Operation Manager and Program Coordinator to review progress on training families and how families are doing in relation to goat husbandry and management
- Meet monthly with Agriculture Department members to review goals, scheduled training and action plan items and make adjustments to schedule
- In cooperation with the Program Coordinator, plan, facilitate and organize deworming, dehorning, castration, vaccination, and buck rotation schedules
- Facilitate buck rotation as scheduled each year for the integrity of the program and genetic enhancement.
- Document meetings with FFHC recipients and participants in their file and corresponding record base.
- Support the activities of the government Livestock Officer





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- Coordinate with and develop relationships with DLFO and government Livestock Officers and other Livestock Specialists in Karatu District and surrounding areas for collaboration and to seek ways to partner and share knowledge
- Prepare a list of indicators of progress by goat farmers with respect to the care of the project goats
- Provide goat husbandry training for all recipients at least quarterly in every site and twice per year for new recipients
- Create goat husbandry training curriculum with new information for Field Officers to teach at site meetings each month.
- Ensure that all requirements for receiving a goat are met before a recipient is given a goat. This includes an approved shed, proper food supply and recipient contract signed by all required parties. No goat shall ever be given to a family without meeting all the requirements to receive a goat.
- Monitor and evaluate goat recipient activities quarterly, using specific indicators
- Teach Field Officers, new staff and FFHC goat recipients the qualities of good goat sheds and how to perform animal health assessments for "score card" identification during visits to goat recipient families
- Coordinate with the Agriculture Field officer to evaluate progress and discuss training contents and outcome.
- Work with government vets to ensure they are aware of FFHC goats and any problems they can help with and get them involved with providing care for the goats at least quarterly
- Develop a plan to help FFHC families sell their goats for a good price, teach families how to determine the value of a goat they may wish to sell and work with families to help them do so
- Teach families to determine if a goat will be a good breeding goat for milk production based on the buck and dam
- Send required weekly, monthly, quarterly and annual reports for the Agriculture Department to the Operation Manager and DLFO.
- Facilitate the process of supervising and monitoring building demonstration goat sheds and planting fodder trees /grasses at the project farm.
- Coordinate and facilitate the process of survey and purchase goats and pasture/fodder for FFHC breeding goats and goats for recipients
- Attend staff meeting every week and Central Committee meetings as required
- Work closely with other departments as needed to facilitate the development of the FFHC farm



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- Assess the quality of Pass On and Pass Back goats and submit the report to Operation Manager at least quarterly
- Attend to sick dairy goats within Food for His Children program, refer for government veterinary officer when necessary

#### **Partner with Government and other development stakeholder**

- Develop partnerships & government Vet/Livestock officers who can care for/Assist FFHC goats
- Cooperate with government veterinarians in control and prevention of diseases.
- Cooperate and coordinate with government veterinarians in the area of livestock projects.
- Work with ministry partners to promote community development and sustainability of village goat projects
- Attend government meetings
- Invite government livestock officers to quarterly meetings to discuss FFHC training provided to families, common illnesses occurring and ways to collaborate.
- Ensure government DLFO office & Livestock Specialists are provided with FFHC training syllabus so they are aware of training provided.

#### **Qualifications.**

- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- Diploma in animal husbandry or other related fields.
- Minimum of two years of experience in livestock programs, preferably with NGOs or the private sector.
- Proficiency in livestock management and training methodologies.
- Experience in project design, planning, implementation, monitoring, and evaluation.
- Strong communication and interpersonal skills.
- Computer literacy and record-keeping abilities.
- Ability to work effectively in a team and with minimal supervision.
- Willingness to obtain a valid motorcycle driver's license.
- Commitment to promoting community development and sustainability.
- Ability to collaborate with government and other development stakeholders effectively.
- Must have a driving license and drive a motorcycle



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## **Position: FARM MANAGER (1)**

### **Reports To**

Director of Partnership and Program Development

**Basic Salary: 1,200,000/=**

**Other benefits: Health insurance, airtime and meals/lunch**

### **Position overview**

The Farm Manager oversees all operations at Food for His Children Farm and Innovation Center, managing livestock, agriculture, and tourism activities with a multifaceted approach that includes agricultural management, livestock breeding, and sustainable farming practices.

They coordinate breeding programs for dairy goats and crop production activities, employing innovative techniques to address food scarcity and climate change challenges. Additionally, they manage tourism initiatives to promote agro-tourism and provide hands-on learning experiences for community members, students, and tourists. In collaboration with community members and stakeholders, the Farm Manager conducts training sessions in various areas such as animal husbandry and agriculture contributing to capacity building and community empowerment. They ensure the health and well-being of farm animals by ensuring they are provided with veterinary care services and play a crucial role in resource management, monitoring farm activities, and maintaining compliance with health and safety regulations.

The Farm Manager builds positive relationships with the local community and government agencies, optimizing farm operations and implementing environmental improvement initiatives. This position requires onsite personnel to ensure adherence to project goals, ultimately contributing to Food for His Children's mission of poverty alleviation and sustainable community development.

### **Responsibilities.**

- Supervise the day-to-day operations of the Food for His Children Farm and Innovation Center, including livestock management, agriculture, and tourism activities.



FOOD FOR  
HIS CHILDREN

Zara Road Umatu Area, Sumawe, S.L.P. 172  
Karatu, Arusha, Tanzania  
Tel: +255 744 760 106/+255 752 304 536  
[www.foodforhischildren.org](http://www.foodforhischildren.org)

- Coordinate breeding programs for dairy goats to improve herd genetics and productivity.
- Oversee crop production activities, including planting, irrigation, fertilization, and harvesting, utilizing innovative techniques to maximize yields.
- Develop and implement sustainable farming practices to address food scarcity and mitigate the impact of climate change.
- Manage tourism initiatives at the farm, including educational programs and special events to promote agro-tourism.
- Collaborate with community members, Tanzanian students, and tourists to provide hands-on learning experiences.
- Collaborate with training coordinators in providing training sessions in animal husbandry, agriculture, health, environment, leadership, savings, and entrepreneurship for community members.
- Collaborate with Veterinary specialists to provide veterinary care services for livestock, including treatment of illnesses and preventive care measures.
- Coordinate with agricultural field officers to align training content with farm objectives.
- Utilize site plan guidelines to ensure efficient operation and utilization of farm resources.
- Monitor and evaluate farm activities to assess progress and make adjustments as necessary.
- Develop and manage the farm budget, allocating resources effectively to meet operational needs.
- Supervise farm staff, providing guidance, training, and support to foster a positive work environment.
- Maintain accurate records of inventory, equipment, supplies, and livestock.
- Ensure compliance with health and safety regulations on the farm to promote a safe working environment.
- Foster positive relationships with the local community, stakeholders, and partners.
- Represent the farm at community events and meetings to promote collaboration and support.
- Coordinate with government agencies and livestock specialists to optimize farm operations.
- Implement protocols for deworming, dehorning, vaccination, and other routine animal care procedures.
- Oversees the production of goat milk and the manufacturing of various items derived from goat milk, such as gelato, soaps, yogurt, and cheese.



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- Supervise and record milk production, ensuring accurate documentation and efficient management of resources.
- Manage breeding programs for goats, maintaining meticulous records of breeding goats to prevent inbreeding and optimize genetic diversity.
- Supervise the distribution of goats to project site beneficiaries in collaboration with livestock specialists, ensuring fair and equitable allocation of resources.
- Oversees the sales of goats, actively seeking markets for goat milk and goats to maximize revenue and support the sustainability of the farm.
- Responsible for market research, negotiation, and sales activities, contributing to the financial viability of the farm and the broader mission of Food for His Children.
- Valuate breeding programs to improve genetic diversity and herd health.
- Develop partnerships with other organizations to enhance the farm's impact and reach.
- Participate in weekly staff meetings and central committee meetings as required.
- Assess the quality of pass-on and pass-back livestock and provide reports to the Director of Partnership and program development.
- Develop and implement a plan for environmental improvement, including tree planting initiatives and environmental sanitation.
- Collaborate with the Director of Partnership and Program Development to review progress and address challenges.
- Prepare and submit weekly, monthly, quarterly, and annual reports on farm activities and outcomes.
- Ensure compliance with project contract terms and conditions related to farm management.
- Obtain and maintain a valid driver's license as required for farm operations.

#### **Qualifications:**

- Desire to live and lead like Jesus and alignment with Food for His Children's core values and beliefs
- Bachelor's degree in Agriculture, Animal Science, Agronomy, or related field. Advanced degree preferred.
- Minimum of 2 years of experience in agricultural management, with expertise in both livestock and crop production.
- Strong leadership and management skills, with the ability to effectively supervise staff and oversee diverse operations.
- Comprehensive knowledge of animal husbandry practices, including breeding, nutrition, and health care.



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- Proficiency in crop cultivation techniques, soil management, and pest control methods, with a commitment to sustainable farming practices.
- Excellent budgeting and financial management skills, with the ability to develop and manage budgets effectively.
- Strong organizational and problem-solving abilities, with attention to detail and the ability to prioritize tasks in a fast-paced environment.
- Knowledge of health and safety regulations applicable to agricultural operations, with a commitment to promoting a safe working environment.
- Proficiency in computer applications related to farm management, including MS Office and agricultural software.

**If you meet the specified qualifications and are enthusiastic about this opportunity, we encourage you to submit your cover letter, curriculum vitae, academic and professional certificates and valid driver's license, if required for position. Additionally, please include the names and contact information of three references. Incomplete applications will not be considered.**

**If you do not have a driver's license and intend to ride a bicycle, please include a statement about that in your cover letter.**

**Applications should be sent to the Director of Partnership and Program Development, Food for His Children Inc -Karatu, Tanzania. Email: [jobs@foodforhischildren.org](mailto:jobs@foodforhischildren.org)**

**The application deadline is MAY 21st, 2024. Please note that only shortlisted candidates will be contacted.**