



Job Title	Livelihood Field Officer - Tanga Seascape
Location	Tanga Region, Tanzania
Reporting	Coastal Livelihood Program Manager
Type of Position	Full-Time
Grade and Salary	Not disclosed
Contract Type	-
Start Date	Immediately
Background.	Aqua-Farms Organization (AFO) is a Non-Governmental Organization registered under the NGO Act, 2002, of the government of the United Republic of Tanzania with registration number ooNGO/0009297. Aqua-Farms Organization was established in 2016 and became registered on 6th July 2017. The organization aims to boost financial access, heighten community awareness about aquatic conservation, and vigorously advocate for community-driven economic growth.
Job Summary	The Livelihood Field Officer plays a vital role in bridging the gap between Aqua Farm Organisation's (AFO) program management and the field team (facilitators) and the communities. This position is critical in ensuring effective communication, guiding program implementation, and ensuring that project priorities are clearly understood and executed. The Livelihood Field Officer will manage day-to-day program operations, supervise the Village Savings and Loan Associations (VSLA) facilitators, and work closely with community groups to ensure the success of AFO's livelihood initiatives in the Tanga Region.
Key Responsibilities:	<p>A. Program Management:</p> <ul style="list-style-type: none"> ● Lead the development and execution of livelihood program activities, with a focus on VSLA and seaweed farming initiatives. ● Guide and support VSLA facilitators in executing monthly plans and budgets, ensuring monitoring and evaluation processes are followed. ● Oversee the formation of VSLA groups and ensure facilitators provide training as per the approved training materials. ● Track the health of VSLA groups using the Management Information System (MIS) and other monitoring tools. ● Organize and coordinate group events, including meetings with village leaders, group training sessions, and environmental awareness campaigns. ● Facilitate community events like environmental clean-ups and support initiatives for vulnerable groups.

	<ul style="list-style-type: none"> ● Prepare and manage evaluation calendars for program end cycles and implementation schedules. ● Conduct field visits and audits to assess the effectiveness of facilitators in implementing program activities. ● Collaborate with facilitators to ensure groups maintain proper records and ensure targets are met. ● Provide feedback to the Livelihood Program Manager on program progress, challenges, and outcomes. ● Implement corrective actions when necessary and encourage facilitators to operate with professionalism and independence. ● Chairs monthly facilitators' meetings and ensures the implementation of program activities through regular spot-checks. <p>B. Facilitator Training and Assessment:</p> <ul style="list-style-type: none"> ● Collaborate with the Livelihood Program Manager to develop high-quality training materials in line with the VSLA curriculum. ● Conduct training assessments to evaluate facilitators' ability to deliver effective training sessions. ● Ensure that training provided to community groups aligns with high-quality standards and program objectives. <p>C. Reporting and Documentation:</p> <ul style="list-style-type: none"> ● Provide regular program updates to the Livelihood Program Manager on a weekly, monthly, and quarterly basis. ● Ensure proper documentation of program activities, success stories, training records, and facilitator evaluations. ● Respond to management inquiries and report on program activities and outcomes. ● Collect high-quality data and produce comprehensive reports, including documentation of success stories, highlights, and visual documentation. <p>D. Capacity Building and Community Engagement:</p> <ul style="list-style-type: none"> ● Provide ongoing training and mentorship to community groups, focusing on financial literacy, sustainable practices, and business management. ● Facilitate community education sessions on environmental conservation and sustainable seaweed farming practices. ● Support community-led initiatives that promote reconciliation, social cohesion, and economic empowerment. ● Engage with local stakeholders and community leaders to strengthen partnerships and ensure shared responsibility for program success.
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Additional responsibilities	<ul style="list-style-type: none"> ● Any other duties assigned by the supervisor.
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Experience & Qualifications:	<ul style="list-style-type: none"> • Experience: Minimum of 3 years of experience in Village Savings and Loan Associations (VSLAs), community development, or livelihood programs, with a strong background in financial literacy, business management, and environmental conservation. • Education: A degree or diploma in community development, business administration, agriculture, environmental science, or a related field.
Skills & Capabilities:	<ul style="list-style-type: none"> • Strong leadership, management, and team-building skills. • Excellent communication skills, with the ability to build relationships with diverse community groups, local stakeholders, and facilitators. • In-depth knowledge and experience in the establishment and management of VSLAs. • Proficiency in program monitoring, evaluation, and reporting. • Experience in organizing and facilitating training sessions for community groups. • Ability to use monitoring tools such as MIS systems to track program progress. • Strong problem-solving abilities and a proactive approach to program implementation. • Passion for working with women and youth in rural, coastal communities.
Personal qualities <ul style="list-style-type: none"> • Commitment to own continuing personal and professional development. • Empathetic and committed to community empowerment and development. • Adaptable, with a hands-on approach to fieldwork and problem-solving. • A strong advocate for inclusivity, equity, and sustainable development. • Ability to motivate and inspire others to achieve program goals. 	
Other requirements <ul style="list-style-type: none"> • Able to work out of hours during any emergency or critical incident. • Must possess a personal computer • Willingness to travel up to 50% of the time. 	
<p>Application process: All applications should be submitted through this link (Click link)</p> <p>AFO is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.</p> <p>The deadline for applications is Friday, 21th March, 2025 at 2300 Hours</p> <p>NOTE: Applications for this post will be reviewed on a rolling basis due to the urgent need to fill this position. Interested candidates are encouraged to apply as soon as possible, as the role may be filled before the deadline.</p>	



Job Title	Seaweed Farming Extension Officer - Intern
Location	Mkinga DC, Tanga Region, Tanzania
Reporting	Livelihood Officer
Type of Position	Intern
Grade and Salary	Not disclosed
Contract Type	Internship
Start Date	Immediately
Background.	Aqua-Farms Organization (AFO) is a Non-Governmental Organization registered under the NGO Act, 2002, of the government of the United Republic of Tanzania with registration number ooNGO/0009297. Aqua-Farms Organization was established in 2016 and became registered on 6th July 2017. The organization aims to boost financial access, heighten community awareness about aquatic conservation, and vigorously advocate for community-driven economic growth.
About the project	This project is part of the Africa Fair Seaweed Finance Facility (AFSFF) , a transformative initiative to enhance livelihoods through sustainable seaweed farming in Tanzania. The project seeks to increase seaweed productivity, improve climate resilience, and empower women and youth. The intern will support these efforts by working closely with seaweed farmers, facilitating training, and assisting in data collection and reporting.
Key Responsibilities:	<ul style="list-style-type: none"> ● Community Engagement & Training: Work with seaweed farmers to deliver training on Best Management Practices (BMPs) and ensure the adoption of sustainable farming techniques. ● Fieldwork & Technical Support: Conduct regular visits to seaweed farms to assess farming conditions, provide technical guidance, and assist in the implementation of improved cultivation methods. ● Data Collection & Reporting: Assist in monitoring and documenting project activities, including tracking farm productivity and compiling reports on training sessions. ● Capacity Building: Facilitate learning sessions for community members, focusing on enhancing seaweed farming techniques and business knowledge. ● Stakeholder Collaboration: Work with local leaders, fisheries officers, and other relevant stakeholders to strengthen community participation and ensure project sustainability. ● Documentation & Communication: Prepare reports, maintain records of field activities, and contribute to project documentation using Microsoft Word.

Additional responsibilities	<ul style="list-style-type: none"> Any other duties assigned by the supervisor.
Experience & Qualifications:	<ul style="list-style-type: none"> Education Background: Aquaculture, Aquatic/ Marine Sciences, and any other Fisheries-related courses. Passion for Coastal Communities: Strong interest in working with coastal communities and willingness to respect their cultural norms, including appropriate dressing styles. Swimming Ability: Must be a confident swimmer to facilitate visits to seaweed farms. Fieldwork Enthusiasm: Enjoys hands-on fieldwork and engaging directly with farmers and community members. Technical Skills: Basic proficiency in Microsoft Word for documentation and reporting. Team Player: Ability to work collaboratively with community members, project staff, and local stakeholders.
Skills & Capabilities:	<ul style="list-style-type: none"> Background in fisheries, marine sciences, aquaculture, community development, or a related field. Experience in community-based projects or working with small-holder farmers. Knowledge of seaweed farming techniques and climate resilience strategies Excellent communication skills, with the ability to build relationships with diverse community groups and local stakeholders. Passion for working with women and youth in rural, coastal communities.
Benefits & Learning Opportunities <ul style="list-style-type: none"> Hands-on experience in community-based seaweed farming initiatives. Exposure to coastal resource management and sustainable livelihoods. Opportunity to network with experts and stakeholders in the fisheries and aquaculture sectors. Mentorship and guidance from experienced professionals. 	
Other requirements <ul style="list-style-type: none"> Able to work out of hours during any emergency or critical incident. Must possess a personal laptop Willingness to travel up to 50% of the time. 	
<p>Application process: All applications should be submitted through this link ()</p> <p>AFO is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.</p> <p>The deadline for applications is Friday, 21th March, 2025 at 2300 Hours</p> <p>NOTE: Applications for this post will be reviewed on a rolling basis due to the urgent need to fill this position. Interested candidates are encouraged to apply as soon as possible, as the role may be filled before the deadline.</p>	