

VACANCY ANNOUNCEMENT

Project Advisor/ Senior Project Advisor focussing on Agricultural Value Chains/ Agri-Business

The Philippine office of **DGRV – the German Cooperative and Raiffeisen Confederation** is implementing a project funded by the German Federal Ministry for Economic Cooperation and Development (BMZ) to promote cooperatives. In the project we work with partner organisations including cooperative federations and government. Our aim is to promote socio-economic development especially in rural areas through a sustainable and functional cooperative system. In our project, the partner organisations are the main actors implementing the activities. The national office of DGRV is monitoring and steering the project.

Summary	
Position	Project Advisor or Senior Project Advisor focussing on Agricultural Value Chains/ Agri-Business
Duty Station	Metro Manila, frequent travel
Supervised by	Project Director
Leadership of staff	No
Salary	Negotiable

Who are we looking for?

We are looking for a Project Advisor/ Senior Project Advisor who can help the team to manage and steer the project into the right direction. The aim is to maximise the project's impact and reach its objectives. Your focus will be on agricultural value chains and agricultural cooperatives.

In order to fulfil your role, you will be active in three main areas:

Project monitoring and reporting

Our partners are the main actors implementing the activities (mainly trainings, workshops, consultancies). You will monitor the quality of their delivery through off-site data collection as well as onsite observation (field visits). You will give feedback on your assessment to the partner organisation and coach them on how to further improve. You will also regularly synthesise the data for the Project Director for internal reporting and project steering purposes and write reports. Reports written by the partner organisation will be checked and edited by you.

Project and partner advisory

With your insights from project monitoring and your own technical know-how, you will advise at least one partner organisation on how they conceptualise the project activities, develop their (agricultural) services for cooperatives and build their internal capacities. Furthermore, you might also provide advice on their internal organisational development (including business policy development). With your insights, you will guide the project management on further developing the project and improving its impact across its partnerships and activities.

In this part we will have some flexibility to adapt the tasks to fit to your unique skillset and experiences.

Coordination and knowledge transfer

You will coordinate planning and knowledge exchange meetings with partner organisations, moderate these sessions and make sure that the results are properly recorded. You will also ensure proper

documentation of information, data and knowledge derived from your work within DGRV's internal structures and share that knowledge in team meetings and other exchange formats. Where necessary and appropriate, you will coordinate external consultants.

Other aspects to consider

The position does not entail the leadership of staff. In some instances, it involves coordinating with external consultants. As we are a small team, we expect that you have no problems to take on tasks that are outside of your terms of reference and that you work with a spirit of mutual respect and support. We work in a dynamic environment which means that tasks and responsibilities can change over time.

As we need to ensure that our partner organisations are using funds according to applicable rules and regulations, you will support with following-up partner commitments.

We will offer a contract until 31. December 2026 with a likelihood to further extend. A 6-month probation period will apply.

You will have to follow our organisations rules and regulations and follow our administrative processes and will help our partner organisations to do the same.

The position requires frequent domestic travel (estimated 20%).

Requirements

If you are interested, please consider the following requirements. **If the requirements listed do not completely fit your person, but you are passionate about the role and you feel you can do it**, please send us an application with a strong motivation letter. We believe that skills can be learned, but the right attitude and work ethics will drive your performance.

The ideal candidate,

- Has a passion for sustainable development and is motivated to help farmers and other economically disadvantaged groups in rural areas to improve their living conditions.
- Has a strong economic- and/ or business mindset and proven analytical skills.
- Has strong interest in agricultural business models.
- Is able to work independently and to self-motivate.
- Has strong organisational skills and time-management.
- Is a team player and strong communicator.
- Has strong knowledge about institutions in international development and development finance.

She/ he can:

- Read and analyse financial statements.
- Conduct basic value chain analysis or at least understand value chain concepts.
- Understands business plans and business policies (business operation).

Her/ his qualifications are:

- A master's degree or higher with economic and/ or business orientation (for example Economics, Agricultural Economics, Business Administration, Finance, etc.)
- At least 5 years of work-experience related to agricultural value chains and/ or agri-business or as a business-/ financial analyst focussing on agricultural firms.

- At least 3 years of work experience in an international context such as INGO, international organisation, or multinational corporations a strong asset.
- Work experience related to organisational development (incl. developing business policies) and/ or developing business plans is a strong asset.
- Experience in training people in rural areas is a strong asset.
- Fluency in written and spoken English is a requirement.

What do we offer?

- An interesting task and an opportunity to create a lasting impact for the good of the people.
- A flexible work environment with the opportunity for hybrid work (in-office and home office)
- A work environment based on responsibility: not top-down management, it is up to you how to achieve the objectives.
- Option to join an HMO plan.
- Adequate compensations according to the level of responsibility and experience you bring.

How to apply

If you are passionate about the position and if you think you can do it, then please send the following documents by 16th February 2024 to: philippines@dgrv.coop.

- A CV showing your academic and professional achievements.
- A motivation letter explaining why you want to work in that position and why you are a perfect match for this role. Please feel free to mention your salary expectation.
- Up to 3 recommendation letters or other supporting documents that highlight your skills and experience (optional).

You do not need to add copies of certificates, awards and other documents which prove your achievements. It is enough if you list them in your CV. We can ask for scans or copies on case-to-case. Please make sure that your application documents are no larger than 5 MB.

About DGRV

DGRV – the German Cooperative and Raiffeisen Confederation is the national apex organization and top-level auditing confederation of the cooperative sector in Germany. Since more than 40 years, DGRV is engaged in international development cooperation. In more than 30 partner countries, DGRV provides consultancy and helps to develop cooperative systems and structures aiming at a sustainable development of the cooperative sector.

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