



Africa Harvest Biotech Foundation International (AHBFI)  
Kenya ♦ South Africa ♦ Zambia ♦ U.S. A

**CAREER OPPORTUNITY**

**POSITION: GENDER, SAFEGUARDING AND INCLUSION EXPERT**

Africa Harvest Biotech Foundation International is a Non-Governmental International Organization with Headquartered in Nairobi Kenya and working with rural communities across Kenya & Africa to address challenges of food, nutrition, and income insecurity by streamlining agricultural value chains. The organization implements programs in Cereals, Horticulture, tubers, legumes, poultry, and Dairy goats value chains with the aim of enhancing production and productivity, catalysing the development of SMEs and generating dignified and fulfilling jobs for Youth and Women. Our programs are designed to enhance resource utilization, empower livelihoods, enhance ecosystem management and contribute to Sustainable Development Goals (SDGs) through the social, environmental, and economic pillars.

Africa Harvest wishes to invite competent and dedicated individuals to apply for the role of **Gender, Safeguarding & Inclusion Expert**

<b>JOB TITLE: GENDER, SAFEGUARDING AND INCLUSION EXPERT</b>	
<b>TEAM/PROGRAMME:</b> Program Implementation	<b>LOCATION:</b> Nairobi
<b>REPORTING:</b> Director Agricultural Markets, Policy & Resilience Program/Technical Program Lead	<b>CONTRACT LENGTH:</b> 3 Years (Subject to annual performance evaluation and contingent on the availability of funds)
<p><b>ROLE PURPOSE:</b> The overall objective of the Gender Safeguarding and Inclusion Expert is to advise and spearhead mainstreaming gender-sensitive and social and disability inclusive approaches in line with the projects policies during development and implementation of all projects at Africa Harvest. The Gender Safeguarding and Inclusion specialist will work towards developing and strengthening the desired gender, safeguarding and inclusion (including disability) outputs, outcomes towards addressing differentiated needs based on gender and include underrepresented groups, such as elderly, children and youth, people with disabilities, in all relevant areas based on the project's context.</p> <p><b>KEY AREAS OF ACCOUNTABILITY:</b></p> <p><b>I. Gender and Inclusion Strategy Development</b></p> <ol style="list-style-type: none"> <li>i. Implement Africa Harvest's Gender Safeguarding and Inclusion strategy, policies and procedures.</li> <li>ii. Provide guidance on, develop templates and make recommendations to improve Gender Safeguarding and Inclusion integration in line with project lifecycle.</li> <li>iii. Ensure the integration of gender and inclusion considerations into all Africa Harvest projects, policies, and practices as well as among project partners</li> <li>iv. Champion and advocate for gender-sensitive approaches in Africa Harvest program design and implementation as well as among the partners involved in various implementation activities.</li> <li>v. Support preparation and review all concept notes and project documents prior to submission alongside the program team for donor approval.</li> </ol>	



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- vi. Lead in risk assessment and mitigation strategies to create a safe and inclusive environment
- vii. Support the documentation of learning around performance, challenges, and propose recommendations for improvement, and the iteration of project design and implementation approaches to improve relevance, accessibility, and impact for underserved groups of youth, especially young women, People with Disabilities
- viii. Support the application of the Gender and safeguards' requirements in new grants to local partners and proposals to donors.

## **2. Safeguarding oversight**

- i. Ensure that safeguarding standards at Africa Harvest are enforced and continuously improved.
- ii. Facilitate Gender Safeguarding and Inclusion trainings and provide strategic technical guidance on Gender Safeguarding and Inclusion integration to project staff and partner, and other stakeholders.
- iii. Spearhead identification and addressing of risks central to safeguarding in all programs at Africa Harvest and work with the Internal Audit Committee to periodically track evaluation and report
- iv. Identify and develop practical response system towards harassment, abuse, allegations of harm, exploitation, or misconduct within the agricultural sector and promoting a safe and inclusive working environment for youth and women.
- v. Provide leadership in developing incident reporting mechanisms as well as in the management, resolution of any arising incidents in a timely and fair manner.

## **3. Training and Capacity building**

- i. Facilitate Gender Safeguarding and Inclusion trainings and integration to project staff, implementation partners, and other stakeholders.
- ii. Strengthen the capacity of program teams to integrate gender equality, inclusion, and safeguarding in their work and cascade the same to the participants
- iii. Promote and support organizational learning on gender, safeguarding and inclusion issues.
- iv. Play a role in the development of projects & partnerships, supporting online training and mentorship program specially for promotion & implementation of Youth Based Projects.
- v. Develop activities and training materials according to local context and conduct relevant and periodic Youth and Gender Equality and social inclusion training sessions for partners, county government and other stakeholders
- vi. Conduct supervision and monitoring visits to the field for quality assurance and compliance checks.

## **4. Monitoring & Evaluation**

- i. Provide programming recommendations in close coordination with the program and MEL teams to improve Africa Harvest's approach to Gender, Safeguarding and Inclusion



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integration in activities by incorporating appropriate budgets, analysis in activity design, integrating Gender Safeguarding and Inclusion during designing, budgeting, implementation and MEL.

- ii. Work closely with the program and MEL team to ensure that Gender Safeguarding and Inclusion targets, indicators and learning are considered and captured on a regular basis
- iii. Contribute to project reports and deliverables as required and demonstrate the status of Gender Safeguarding and Inclusion activities toward achieving expected results.
- iv. Track and report against youth and gender indicators and disaggregate data by youth/gender to analyse results within each domain.
- v. Regularly monitor and follow up and provide technical support to VLSA (Loaning Associations) groups and ensure quality practice and function per standard.

#### **5. Compliance**

- i. Ensure that all staff, partners, and volunteers have valid police clearance certificates in compliance with organizational safeguarding policies.
- ii. Track and follow up on the renewal of police clearance certificates, ensuring timely submissions and updates for all personnel.
- iii. Provide guidance and support to staff and partners on the procedures for obtaining or renewing police clearance certificates as part of the safeguarding process.
- iv. Develop relevant compliance documentation including safeguarding declarations and compliance sign off sheets for all staff, including partners', to periodically review and confirm compliance.

#### **6. Policy and Publication development**

- i. Play a role in the development of Knowledge Management Tools & Systems, to support current & future development of relevant projects reports, project proposals, publications & knowledge sharing.
- ii. Identify successful practices in the project that can be showcased in publications, communication materials and conferences.
- iii. Prepare communications materials that highlight the Project's youth and gender equality programming, successes and lessons learnt.

#### **QUALIFICATIONS:**

- Master's degree in Social Sciences, Gender and Development Studies or related field.
- Bachelor's degree preferably in international development, gender and inclusion, or a related field.
- Experience in disability inclusion is an added advantage
- Minimum 5 years of experience is required.
- Demonstrated experience in mainstreaming Gender, Safeguarding and Inclusion into existing projects, designing Gender, Safeguarding and Inclusion specific projects or other technically relevant work experience
- Experience in Community engagement and mobilization.



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- Experience working in international organizations or on donor-funded programmes preferred

**ADDITIONAL EXPERIENCE AND SKILLS:**

- Excellent negotiation skills and the ability to establish and maintain relationships with key stakeholders.
- Strong leadership skills, the ability to motivate and guide others, and effective project management capabilities are essential for success in this role.
- Exceptional communications and presentation skills (oral and written).
- Demonstrated team player with effective cross-cultural interpersonal skills.
- Ability to resolve sensitive and complicated work issues with senior high-level county counterparts, donor representatives and senior-level staff.

**Additional job responsibilities**

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

**TERMS OF SERVICE:**

This is 3 year contract subject to annual performance evaluation  
The applicants should provide full details of educational and professional qualification, work experience, applicant's telephone number and e-mail address.

Candidates should also provide the names and contacts of three (3) referees who are conversant with their competence in respective areas of specialization.

Interested candidates who meet the required qualification and experience are invited to submit their application through this email [hr@africaharvest.org](mailto:hr@africaharvest.org) with '**GENDER, SAFEGUARDING AND INCLUSION EXPERT**' in as the subject of your email.

***Applications should be received not later than,  
5.00 PM EAT on 1<sup>st</sup> April 2025***

**ENQUIRIES:**

For more details related to Africa Harvest, Job specifications and general requirements, kindly visit our website: [www.africaharvest.org](http://www.africaharvest.org)

Africa Harvest is an equal opportunity employer and canvassing will lead to automatic disqualification.

*Women and persons with disability are encouraged to apply.*