



JOB VACANCY

BACKGROUND:

Malawi Milk Producers Association (MMPA) is an apex body for dairy farmers in Malawi. The mission of MMPA is to alleviate poverty within rural households by promoting and coordinating activities towards the advancement of dairy farming in Malawi. MMPA protects the interest of dairy farmers, lobby for favourable policies, facilitate dissemination of market information, and provide technical support for improved milk production, milk marketing and creation of linkages and networks for dairy farmers.

MMPA received funding from Financial Access for Rural Markets, Smallholders and Enterprises (FARMSE) and We Effect for Implementation of *Community Based Value Chain Financing Project* and *Strengthening Dairy Sector Strategic Plans Programme* respectively. MMPA would like to use part of the funding from FARMSE for the recruitment of a Project Accountant and Four District Project Coordinators. MMPA would also like to use part of the funding from We Effect for the recruitment of an Accounts Assistant.

1. POSITION: District Project Coordinators (4)
DUTY STATION: Nkhatabay, Nkhotakota, Dedza and Mulanje.
CONTRACT DURATION: 28 Months renewable yearly

KEY DUTIES AND RESPONSIBILITIES:

- Reporting to The Project Manager
- Spending 75% to 80 % of time in the field supporting Financial Extension Workers (FEWs).
- Monitoring and supervision of Savings and Loan Group Trainers including MMPA Financial Extension Workers and Community Agents (CAs).
- Assisting in preparations of annual and quarterly work plans and budgets.
- Conducting MIS field officer performance analysis.
- Management/supervision of MIS information flows to Savings and Loan Group trainers.
- Any other duties as assigned by management from time to time.

THE PERSON

- Should be in possession of Bachelor's Degree in Social Sciences, Agribusiness, Business Administration, Enterprise Development and Microfinance and any relevant field. Should also have at least three years' experience working with Savings and Loan Groups.

- Those in possession of a Diploma in Business Administration or Management, Community or Rural development should have at least five years' experience working with Savings and Loan Groups.
- Should be willing to use a motorcycle.

Please explain in your cover letter why you are interested in the position, your relevant experience, and what you would bring to the role. Interviews will be held soon after the Deadline so please indicate your telephone number in your application.

Applications should be submitted by hand or email before Friday, 3rd July, 2020 to:

The National Director,
Malawi Milk Producers Association (MMPA),
Off Mtunthama Drive,
Plot Number 3/203 in Area 3
P.O. Box 376,
Lilongwe.

Email address: info@malawimilkproducersassociation.org CC: brownphulusa@gmail.com

For more information, you can contact Mr Brown Phulusa on 0995 141 506 or 0888555079