



# Vacancy Announcement: Livelihood and Youth Development

Position title: Livelihood and Youth Development

Reporting to: Regional Manager

Closing date : 12 May 2025

## **PURPOSE OF THE POSITION**

The Livelihood and Youth Development Officer is responsible for providing technical expertise and work closely with community-based partners, economic empowerment groups, young people and caregivers in the area of livelihoods (also referred to as economic empowerment). He/she will work closely with other actors in developing sustainable livelihoods at individual, family and community levels.

The Livelihood and Youth Development Officer is expected to facilitate the development of anticipatory, absorptive, adaptive and transformative capacities of caregivers, young people and communities for resilient livelihoods against shocks and stresses. The incumbent will additionally manage the youth development interventions at the program location, both at AC and FS services.

## **Qualifications and Technical Skills and Experience**

- Degree in social and natural sciences/disciplines such as Economics, entrepreneurship, Agriculture, Agri-business, Rural and Community Development, Sociology, Development Studies, or any other relevant discipline etc
- At least 3 years of professional work experience in Project Management, livelihood development or Microfinance enterprise development.
- Experience in community work and engagement Agricultural, Economic Development and Livelihood, Climate Smart Agriculture, Entrepreneurship, micro finance and strong agribusiness skills is an added advantage

## **Competencies- Knowledge, skills, abilities**

- Sound understanding of child rights, child development, family and community development, rights-based programming and management of CBPs.



- Good communication and reporting skills, computer literate, understanding and ability to apply community development participatory methodologies, ability to work with minimum supervision.

Self-starter, ability to work in a team

- Experience of data collection, collation, analysis, and report writing
- Strong leadership, organizational and analytical skills, and ability to work under pressure
- Track record demonstrating high integrity, innovativeness, creativity, reliability and dependable
- Team player, Self-motivator, able to work with limited supervision.
- Track record demonstrating high integrity, reliability and dependable
- Ability to work with minimal supervision.
- Effective in written and verbal communication in official language of the country. Ability to communicate in applicable local language(s) is an added advantage

#### **1. Main duties and responsibilities including key tasks:**

- Programme participation
- Participate in the formation and development of economic empowerment, self-help groups, associations and cooperatives
- Participate in the recruitment of programme participants.
- Support Community Task Forces in the identification of programme participants.
- Facilitate active participation of children and young people in economic empowerment processes, including MA employability and entrepreneurship initiatives such as YouthCan!
- Facilitate the formation and functioning of family support groups.
- Facilitate the identification and training of community facilitators in Family Development Planning.
- Maintain and update information on economic empowerment of programme participants.

#### **2. Programme Planning and budgeting.**

- Facilitate the conducting of community livelihood research
- Facilitate the conducting of skills market research
- Facilitate the development of livelihood development strategy in alignment with existing MA initiatives such as YouthCan! (including employability and entrepreneurship).



- Lead in the budgeting of programme economic empowerment activities
- Support Community Task Force, families and communities in the assessment of root causes leading to child abandonment at family and community levels through use of appropriate participatory tools.
- Support the development of an appropriate action plan to meet the needs of each household and community.
- Facilitate the identification of opportunities and mobilization of local resources for the action plan to meet the needs of each household and community.
- Support the preparation of individualized family development plans.
- Facilitate gender balance planning and decision making in all programme processes
- Report on the project progress as per required reporting schedule
- Actively participate and utilise Results-based management approach in the MA

### **3. Project implementation**

- Promote innovation and digitalisation of economic empowerment and youth initiatives.
- Promote sustainable green economic initiatives
- Promote gender inclusive livelihood development approaches
- Promote use of modern farming practice and techniques to transform targeted families and communities from subsistence to commercial farming.
- Facilitate the formation of community-based trainer of trainers in agronomy, natural resource management and business/entrepreneurship development.
- Facilitate the development of value chains in identified community and family enterprises
- Facilitate the conducting of cost benefit analysis of FS programme investment in economic empowerment of caregivers, young people and communities
- Conduct field monitoring and reporting of economic empowerment

### **4. Capacity Building and mentorship of Caregivers, young people and community**

- Identify skills and knowledge gaps in employability and entrepreneurship and ensure necessary corrective measures are taken to fill the identified gaps



- Communicate and collaborate with existing MA employability and entrepreneurship initiatives to fill the identified gaps (e.g. with YouthCan! programme, if existing)
- Facilitate the formation and development of viable small-medium scale businesses with good business plan and link them to other funding source for business scaling-up and expansion
- Implement skills-based innovative sustainable livelihood community initiatives that have a direct and immediate or short-term positive effect on the family and community socio-economic wellbeing, aiming to reduce family and community vulnerability and increasing their chances of being self-reliant.
- Promote Environmental and agricultural conservation

#### **5. Facilitate families/caregivers, young people and CBPs to enhance income generation & food security**

- Facilitate the accumulation and utilisation of assets and savings by programme participants Assets, savings
- Facilitate programme participants to access affordable finance
- Facilitate programme participants to access local and international markets
- Facilitate programme participants to access economic empowerment support through self-help association/cooperatives (e.g. VSLAs/YSLAs)
- Facilitate programme participants to access employability and entrepreneurship networking opportunities,
- Capacitate CBPs to conduct assessment of programme participants for economic empowerment support (that is, establish their creditworthiness, trainability, reliability and willingness to engage in economic empowerment ventures);
- Capacitate CBPs to conduct community asset and skills mapping to come up with community asset and skills inventories
- Create and regularly update the records and database of economic empowerment programme participants

#### **6. Youth development**

- Assist in developing and reviewing the Individual Development Plan (IDP) and support plans for youth
- Motivate the youths to play an active part, both academically and socially, and excel academically



- Guide the youth towards finding suitable employment once they have finished education.
- Help the youth gain the employability and entrepreneurial skills and responsibility needed to lead a secure and independent life

## **7. Networking and Partnerships**

- Facilitate stakeholder analysis within the programme, maintaining and updating stakeholders' profiles.
- Collaborate and build relationships with key partners, community development structures, other NGOs and government departments for effective service delivery to programme participants.

Facilitate the development of the functional and financial sustainability of community-based partners.

- Represent the FSP in livelihood development sector related forums.
- Engagement with key stakeholders for influence, learning and resource development for livelihood development

## **8. Monitoring and Evaluation**

- Facilitate participatory monitoring and evaluation of the programme interventions.
- Facilitate regular data collection through appropriate monitoring tools on programme interventions.
- Organize and facilitate regular project reviews with Community Family Development Planning Facilitators and other service providers on FSP livelihood development projects.
- Carry out regular home visits to families on the economic empowerment programme and write community and home visit reports.
- Carry out regular visits to CBPs, family support groups and other partners in the respective community for timely and relevant programme support.
- Facilitate sharing of best livelihood development practice amongst family and community groups.

## **9. Documentation, reporting and knowledge Management**

- Document community, family and young people success stories on livelihood interventions.



- Prepare and submit comprehensive progress reports, specific activity reports, and any other reports when necessary to his / her supervisor in a timely manner.
- Participate in Annual & Bi-annual reviews of economic empowerment project objectives
- Take lead in documentation and sharing of best practices in regard to livelihood development projects.

#### **10. Child and Youth Safeguarding responsibility**

- Raising awareness of the principles of the SOS Child and Youth Safeguarding Policy to all co-workers, stakeholders and SOS participants
- Preventing and mitigating all possible risks in the area of Child Safeguarding in all livelihood interventions
- Reporting immediately on any issue related to Child abuse/ violence/ neglect/ mistreatment involving SOS personnel
- Maintain high level of confidentiality while handling Child and Youth Safeguarding concerns.

#### **How to apply:**

SOS Children's Villages Namibia is an equal opportunity employer, and we encourage applications from candidates of all backgrounds to apply. To apply, please send your updated CV with three contactable references, supporting documents and a cover letter to [recruitment.hr@sos-namibia.org](mailto:recruitment.hr@sos-namibia.org) before **12 May 2025**

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SOS Children's Villages has zero tolerance neither for sexual exploitation, harassment, and abuse nor for fraud and corruption, amongst other safeguarding aspects. We also provide equal employment opportunities to all employees & qualified applicants without regard to race, colour, religion, gender, national origin, age, disability, marital status, or class. SOS Children's Villages complies with all applicable laws governing non-discrimination in employment."

This position involves working with an INGO committed to children and human rights and is subject to strict safer recruitment checks. The successful candidate will be required to complete safer recruitment checks including police and reference checks to help verify their suitability to work for SOS CV. In addition to candidates' ability to perform the duties of the post, the selection process will also delve into the candidate's motivation and approach towards safeguarding.