

Armenian National Agrarian University (ANAU) is looking for an Agriculture Component Coordinator for the "Armenia Workforce Development Activity" (AWDA), funded by USAID. The Agriculture Component Coordinator will be assigned for the overall coordination of activities in Agriculture sector in the frame of this project.

Job responsibilities

Agriculture Component Coordinator will:

- supervise in project delivery in agricultural sphere and is responsible for overall leadership, administration, operations oversight, and management of the activity by ANAU, as well as will work closely with the AWDA senior management team.
- Ensure that project is implemented in accordance with USAID regulations and procedures, and the specifications described under the scope of work and contract.
- Prepare appropriate ANAU annual work planning, budgeting, reporting and overall project financial management as required.
- Oversee the timely and quality completion of project technical and financial deliverables and reports by ANAU (including quarterly, annual, and M&E reports) in accordance with the agreement and USAID guidelines.
- organize activities in line with ANAU annual project work plan, in close cooperation with the ANAU team.

Qualifications

- MS degree in Agriculture, Economics, International Development, Social Science or a related field;
- 3 years of work experience in a comparable position with management, coordination and communication responsibilities;
- Excellent management and organizational skills;
- Good time management skills and ability to prioritise;
- Excellent interpersonal skills and ability to liaise and cooperate with other members of the team, strong professional ethics;
- Ability to take responsibility and display convincing reliability and confidence;
- Experience in effective people and team management;
- Experience in agricultural educational programs and organization of trainings;
- Experience in monitoring and evaluation;
- Experience in managing USAID-funded projects is an asset;
- Strong presentation skills and ability to discuss the objective pros and cons of different solutions;
- Excellent verbal and written communication skills in English.

Remuneration: High, Competitive.

Interested candidates are welcome to send their CVs and motivation letters to hr@anau.am mentioning "Agriculture Component Coordinator" in the subject line.

The deadline for application is 22 December, 2021

About the project

The Goal of the "Armenia Workforce Development Activity" is to improve the soft and technical skills of youth and women and increase their linkages to occupations in three target sectors, ICT/high-tech, agriculture and tourism and hospitality, by reducing barriers to the labor market entry.

As a result, 10,000 youth will be equipped with modern skills by utilizing a work-based learning approach. 7,000 young people will have better employment opportunities in ICT, agriculture, tourism and hospitality.

The Activity is implemented by the Enterprise Incubator Foundation, Armenian National Agrarian University, Fund for Armenian Relief and CIVITTA Armenia. This Activity is made possible by the generous support of the American people through the United States Agency for International Development (USAID).