

VACANCY ANNOUNCEMENT

The Land Rights Research and Resources Institute (LARRRI/HAKIARDHI) is a non-governmental organization which was registered and incorporated under the Companies Act, Cap. 212, in 1994. Later, following the 2019 miscellaneous amendments to the laws governing civil society organizations (CSOs), its registration was transferred under the mandate of the NGOs Act of 2002 (as amended in 2019) with registration number 00NGO/R2/00012. It is the only authoritative land rights organization in Tanzania that was established in recognition of the need to facilitate the realization of a socially just and equitable national land tenure system that, among other things, promotes and advances the rights to land of majority rural-based small-scale producers such as peasants, pastoralists, hunter-gatherers, fisher folks and related groups.

The Institute is currently working on several of programmes and projects related to land rights and governance, gender equality, and climate change adaptation, which are being carried out both physically in project districts, villages, and wards and through the use of digital platforms such as toll-free services, push SMS, and social media outlets. These initiatives impact 22 districts across the country, including Kilosa, Kiteto, Kilombero, Mufindi, Morogoro, Kilindi, Mkinga, Kibiti, Rufiji, Kilolo, Bukombe, Kahama, Kalambo, Korogwe, Kisarawe, Liwale, Malinyi, Misungwi, Mkuranga, Nsimbo, Nzega, and Ulanga.

To enable smooth operationalization and coordination of these programmes HAKIARDHI seeks to recruit dynamic, qualified Tanzanians to fill the position of Senior Programme Officer. Thus, the Institute invites suitable and competent candidates to apply for the position.

1. Senior Programme Officer (1 Position)

DUTIES AND RESPONSIBILITIES;

- Oversee all the activities planned and implemented under two Units Knowledge Generation and Dissemination and Public Engagement Unit and advise the Executive Director on its relevance to the Institute's objectives and goals as well as its implementation.
- Provide strategic and operational development and implementation of an advocacy strategy to deliver impact.
- Lead, Initiate and draft policies, position papers and strategic policy briefs for engagement with various stakeholders including Government Institutions.
- Identify priorities for advocacy and policy actions on land matters and natural resources to be implemented in collaboration with likeminded organizations.
- Liaise with other likeminded CSOs and various institutions for networking with the purpose of strengthening advocacy of rights of small-scale producers.
- Organize and conduct reflective learning forums (meetings, workshops, etc.) internally and externally with project stakeholders including the government.
- Initiate, plan and participate in preparation of programmes for the Institute.
- Identify and initiate new forms of partnerships to collaborate on opportunities, and develop joint strategies for advocacy in the areas of land rights, women's land rights, gender equality, and climate change adaptation.
- Initiate, prepare and organize training programmes for the Institute and or other organizations that have applied for such training within the Institute mandate.

- Support in developing and implementing the project's progress monitoring protocols for tracking project results and performance.
- Initiate and prepare management documents such as reports and plans and participate in the management meetings of the Institute.
- Provide pro bono legal aid, advice, and counseling to small-scale producers on a community and personal level.
- Contribute to dissemination of good practice and lessons learned from the organization's work, and projects, and promote experience sharing.
- Handle matters in line with the Institute's objectives brought to the attention of the Institute by needy people or communities.
- Prepare quarterly, biannual and annual quality project progress reports by highlighting successes, challenges, lessons learned, and opportunities that emerges during project implementation.
- Facilitate in preparing interest stories, documentation and dissemination of achievements, lessons learned, and promising practices.
- Produce policy briefs based on policy analysis, project successes, challenges and best practices for learning purpose and resource mobilization.
- Work with other team members in the Institute to design new projects and provide technical expertise in land rights, natural resources and climate change adaptation.
- Perform any other work as assigned to by the Executive Director.
- Accountable to the Executive Director.

EDUCATION QUALIFICATIONS

- Bachelor Degree in Law and Social Sciences Disciplines from the recognized University. Possession of a Postgraduate Diploma in Legal Practice is added value.

EXPERIENCE AND SKILLS

- Knowledge of land matters and land tenure system in Tanzania context and beyond is an added value;
- Excellent in writing and presentation skills in both Kiswahili and English languages.
- Minimum 5 years' experience or multiple years of expertise in policy analysis, lobbying and advocacy in the areas of land, natural resources, gender and climate change.
- Strong experience working with civil society organizations particularly in negotiating with policy makers in government.

TECHNICAL COMPETENCIES

- Excellent report-writing and communication skills
- High levels of innovation, conceptual and analytical ability or creativity
- Computer skills specifically on Word, Excel and PowerPoint.
- Firm belief in teamwork, gender equality, and participatory approach.
- Strong capacity building / community empowerment skills
- Fundraising skills.

If you think that you meet the described requirements please;

- Write to us and send an application letter explaining in detail how you qualify.
- Your detailed C.V. plus copies of relevant academic transcript and certificates. It must include names of at least 3 reputable referees with at least one from previous jobs (preferable line Managers) with reliable contacts.
- A short statement on your experience related to the job you are seeking

Please forward your application by the close of business **on August 25th 2024**. Send your application through recruitment@hakiardhi.or.tz. Only shortlisted applicants will be contacted.