



VACANCY LIVELIHOOD SPECIALIST NORTH EAST SYRIA

Position Title: Livelihood Specialist

Location: North East Syria

Period: 6 months, with possible extension pending donor's approval

Closing date of the vacancy: 20 September 2021 (applications on a rolling basis)

Starting date: beginning of October 2021

Context Presentation: Un Ponte Per (UPP) is a voluntary association founded in 1991, immediately after the bombing of Iraq, promoting solidarity initiatives for Iraqis who suffered during the war. Un Ponte Per works in Iraq, Syria, Jordan, Lebanon, Palestine, Serbia and Kosovo alongside civil society organisations. In Italy, it promotes peace and disarmament, defends the common goods, and welcomes refugees and migrants. The aim of UPP is the prevention of new conflicts, particularly in the Middle East. This is achieved through advocacy campaigns, programs which educate and encourage cultural exchange, collaborative projects and peaceful civil interventions. For further information please refer to our website: www.unponteper.it/en/

Background: Entering year 10 of the Syria crisis, conflict continues to expose civilians to acute humanitarian needs in Livelihood, health, WASH, Shelter, NFI and protection. In North East Syria (NES) widespread displacement, destruction of basic services and increased exposure to protection risks is on-going. In response, UPP and its local partners are running since 2015 a humanitarian action focused on providing timely and quality essential assistance in different sectors, mainly focusing on health, protection and early recovery for the most vulnerable population affected by the conflict (camps and out of camps). Under the early recovery component, the program aims at supporting the most vulnerable individuals through the restoration of livelihood activities that were disrupted due to the war as well as the recent COVID-19 crisis, as well as through the creation of new income generating opportunities. In particular, UPP will support already established women cooperatives in order to improve their production and marketing and so to create new income and job opportunities. Finally, UPP will also support TVET graduates in order to launch new micro businesses.

Key Duties and Responsibilities:

Program quality, planning and implementation

- Lead and provide technical guidance, supervision and support to all aspects of livelihoods and Economic Recovery and Market System (ERMS) program in NES, including on planning, budget management, implementation, and reporting;
- Lead the context and stakeholders' mapping and analysis to contribute to the conceptual development of the livelihoods program activities;
- Support the development of work plans for specific livelihoods activities (such as market assessment, need assessment, training and mentorship of cooperatives, micro grants' assignment, etc.) and oversee the

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- direct implementation and monitoring of these activities, ensuring their technical quality and relevance with the local context;
- Build partners' capacity through training in areas related to economic empowerment and livelihoods and provide guidance on technical approaches;
 - Lead from a technical point of view the design and implementation of market assessments/value chain assessments (in order to collect and analyze data on local labor market and value chains, trends, livelihoods profiles of specific project implementation areas, market opportunities and skills gaps and identify demand-driven opportunities for job creation and cooperative development);
 - Lead the process of selection of target cooperatives based on the needs and the potential to create new incomes and job opportunities;
 - Conduct capacity building needs assessments with women cooperatives, support the recruitment of the trainers and the implementation of the trainings based on needs and local business opportunities (on topics such as business management, marketing and diversification, IT skills, etc.);
 - Develop specific training materials and modules;
 - Lead the activities that support cooperatives and TVET graduates to elaborate business plans and lead the selection process of the best business proposals to be supported;
 - Provide technical support and guidance in the planning, design, implementation, monitoring and evaluation of the sub-granting program (selection of beneficiaries – both among cooperatives and TVET graduates, definition of grants distribution mechanisms, definition of post-distribution mechanisms to monitor and follow up the impact of the grants, etc.);
 - Lead the mentorship to the supported businesses;
 - Organize and assist in data collection and analysis for beneficiaries' and community selection, as well as for monitoring and evaluation of program activities, as well as ensure analysis is used in reporting;
 - Develop standards and systems for implementing livelihood approaches working with local enterprises and cooperatives, including women-led ones;
 - Any other duties as assigned by the supervisor.

Programme Development and Monitoring

- Support the Programme Manager and the Department Coordinator in providing evidence-based inputs and technical guidance in the development of new proposals and concept notes.
- Participate in writing monthly, quarterly and annual reports;
- Set specific goals and expectations and provide regular, positive and constructive feedback to direct reports;
- Support MEAL Manager for all aspects of monitoring, evaluation, accountability and learning of livelihoods activities;
- Ensure technical monitoring of livelihood activities in the field against expected outcomes and results as defined in the specific Economic Recovery and Market System (ERMS) programme.

Coordination, Representation and Advocacy

- Coordination with implementation partners, with the support of UPP Early Recovery, WASH and Livelihood Coordinator;
- Liaise with other NGOs, NES Forum Working Groups, relevant stakeholders to ensure good coordination of effort, avoid duplication, share lessons and approaches for maximizing impact.



ESSENTIAL REQUIREMENTS:

- Bachelors in economics, business management, finance, development cooperation with a focus on local and rural development and micro-enterprises support, or similar. A master in the same topics will be an asset;
- At least 5 years of experience in the design and implementation of livelihood and economic empowerment projects, especially in the field of micro, small and medium enterprises' support, cooperatives' support and women economic empowerment, of which at least 3 years in technical position;
- Experience in leading Rapid market Assessments and/or market System Assessments and/or Value Chain Assessments in developing countries, and in analyzing and systematize results and conclusions in order to steer projects' strategies and activities;
- Technical experience in designing, supervise and implementing trainings and possibly ToT on business development, marketing, finance literacy, etc. and in offering technical mentorship to small businesses;
- A previous experience in the implementation of micro-grants schemes will be considered an asset;
- Private sector or financial services experience is an added advantage;
- Previous field experience and international exposure;
- Previous experience working with local partners and counterparts (local CSOs, NGOs and authorities);
- Strong organization and planning skills, ability to multitask and to prioritise work;
- Flexibility and adaptability, preparedness to work in a difficult environment with security constraints and challenging living conditions;
- Stress management skills and ability to work under pressure;
- Strong communication and interpersonal skills;
- Proactive attitude, ability to work autonomously as well as part of a team;
- Detail-oriented;
- Excellent oral and written English.

DESIRABLE REQUIREMENTS

- Knowledge of the Middle East. Specific knowledge about Syria economic context is a strong asset;
- Knowledge of main institutional donors' guidelines and requirements;
- Familiarity with emergency projects and related tools;
- Knowledge of Arabic and/or Kurdish.

OTHER REQUIREMENTS:

Un Ponte Per is an International NGO committed to diversity and inclusion within its teams, in line with the principle of non-discrimination. UPP encourages all candidates irrespective of gender, religion and ethnicity including persons with disabilities to apply and become part of the organization.

Ethical Conduct

*UPP upholds all the minimum standards in terms of Ethical Conduct and strives to increase its standards over the minimum. **Zero tolerance** is reserved to Sexual Abuse and Exploitation and to Child Abuse, Violence, Harm, Injury and Negligence. By applying, any candidate assures that s/he has never breached any standard in terms*

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of SEA and Child Safeguarding and that s/he will not in the future. For the protection of beneficiaries, communities and partners, UPP will conduct extensive reference check and vetting on shortlisted candidates, also over the contacts indicated by the candidate. Candidates are alerted that the required background check might compromise their privacy. Shortlisted candidates shall promptly provide an up-to-date criminal background check.

HOW TO APPLY: Interested candidates are invited to submit a detailed CV, a brief cover letter to address the requirements above and contact information for two professional references to: vacancy@unponteper.it. Please reference **“Livelihood Specialist - Name Surname”** in the subject line of your email application. In case you are interested also in other positions published in the same period, please apply with just one email and indicate your preferred order. Only shortlisted candidates will be contacted. Please name the files attached to your application as follow: *surname_name_CV, surname_name_CL*, etc.

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