



## JOB OPPORTUNITY- TUSONGE COMMUNITY DEVELOPMENT ORGANIZATION

PROJECT NAME	JOB TITLE	JOB STATION	POSITION REQUIRED
Women Leadership and Economic rights	Project officer in charge	Moshi	1 person
Women Leadership and Economic rights	Assistant project officer	Arusha	1 person
Women Leadership and Economic rights	Assistant project officer	Singida	1 person

### 1.0: About TUSONGE CDO.

TUSONGE Community Development Organization (TUSONGE CDO) is a feminist, women-led and non-governmental organization operating in Tanzania mainland. TUSONGE was founded in 2009 and in 2011 registered under NGOs Act, 2002 with registration number 00001517. **TUSONGE envisions** a society where people enjoy equal rights to a sustainable livelihood, well-being, and play developmental roles as committed citizens. **TUSONGE's mission** is to enable marginalized women, men, youth, and children to create prosperity, health, freedom and contribute to vibrant care economies. Our organization is guided by Second Strategic plan (2019-2023) highlighting three areas: Sustainable livelihoods and care economy, Social justice & inclusion, and Organization development.

### 2.0: Project overview

TUSONGE CDO will collaborate with UN Women Tanzania to implement a 2 years' project (2023-2025) in Northern part of Tanzania in two regions Arusha (Arusha city, Karatu & Monduli Districts) and Singida (Singida Municipal, Ikungi & Mkalama Districts) .

**Project Goal:** Strengthening women's and girls' meaningful participation, leadership, and economic rights, (WLER) at the local level in Tanzania.

### The PROJECT is expected to achieve the following results:

- Community and traditional leaders including male leaders and image makers, media, etc. committed to implementing gender and disability responsive initiatives/actions.
- Community facilitators<sup>1</sup> demonstrate change of mindset and commit to designing and implementing gender-transformative initiatives.
- Women including young women and women with disabilities from the respective regions demonstrate abilities to engage in leadership positions and demand their economic rights.

<sup>1</sup> Community facilitators: social welfare officers, community development officers, agriculture officers, education officers, health workers, MTAKUWA members, etc.

Increased households in which males take part relatively more time in the care and domestic work, and joint decision-making with spouse/female partner on their key activities at the household level including economic resources.

Increased the number of the population reporting positive change of mindset on GEWE and who believe that women are credible leaders including LGAs and at national levels.

Promote collaboration and partnership with human, women's rights, and gender equality organizations and networks including those promoting rights of women with disabilities present in the respective regions, to promote women's leadership and economic rights.

The project aims to increase the number of women (particularly with disability) in leadership and decision-making at the local government level through enhancing the collection and use of sex and disability responsive data; strengthening the enabling environment; promoting gender-responsive norms, behaviors, and practices; and strengthening capacities of women leaders and enhancing women's economic rights, including through piloting gender and disability transformative and innovative measures such as care services, in line with the Government of Tanzania's Generation Equality Commitments.

### **3.0: Position purpose**

The Project Officer (PO) will be responsible and in charge for overall project and facilitate project team (Assistant Project Officers) in ensuring smooth implementation of all day-to-day project activities for realization of intended outcomes. Assistant Project Officers will be responsible to oversee the project activities in respective location with close guidance and support from Project officer.

### **4.0: Key responsibilities and duties**

#### **Project officer (1 Post) (Based in Moshi)**

Overseeing the day-to-day planning and supervision of project activities in project locations

Updating and maintaining project records and documentation

Provide guidance to Assistant project officers in Arusha and Singida regions

Collaborate with M&E to ensure quality assurance of the project

Report the overall project progress to the management for further support and guidance

Maintain and strengthen partnership with implementing partners.

#### **Assistant Project Officers (2 Posts) (Based in Arusha and Singida)**

Oversee the project activities in respective region with close supervision from Project officer

Ensure quality assurance of the project in their respective region

Report the project progress to the Project officer for further support and guidance

Collect and share project success stories

- Support Project officer in implementation of day-to-day project activities
- Support Project officer to ensure positive relation with stakeholders in respective project location

### **5.0: Qualification**

- University Degree in relevant field of social sciences and development studies for **Project officer**
- University Degree or Advanced Diploma in relevant field of social sciences and development studies for **Assistant Project Officers**

### **6.0: Experience**

- Minimum of 3 years working experience, ideally in an INGO or well acknowledged NGO, having experience of working with government partners and project fund/grant management for **Project officer**
- Minimum of 2 years working experience, ideally in an INGO or well acknowledged NGO, having experience of working with government partners and project fund/grant management for **Assistant Project officer**
- Experiences of working with NGOs preferably in Tanzania is an added advantage

### **7.0: Skills**

- Knowledge of database management and good command over Microsoft office.
- Good understanding to work with project budgets, forecasts and reports.
- Highly motivated person, proactive, goal oriented, high degree of integrity & flexible with working hours
- Ability to assimilate and handle a wide range of information efficiently and effectively.
- High level of stress tolerance and ability to work under pressure with minimum supervision.
- Skills and knowledge on project management
- Excellent in communication, facilitation and analytical skills

### **8.0: Equal opportunity employment**

TUSONGE is committed to a “Policy of equal opportunities” and positively welcomes applications from all sections of the community. If shortlisted for the position, please let us know if any arrangements are required for selection process. Female candidates and People with Disabilities are highly encouraged to apply.

### **9.0: Instructions on how to apply**

Kindly send your **recent CV** with 3 referees, **Copies of credentials** and **Two-page cover letter** in English setting out how you meet the criteria to the Communication officer through the following email address: [info@tusongecdo.org](mailto:info@tusongecdo.org) or through postal address:

**Communication officer,  
TUSONGE CDO,  
P.O. Box 1326,  
Kilimanjaro, Tanzania.**

Please send your application by **23<sup>rd</sup> July, 2023 before 4:00 p.m.** Late or incomplete applications will not be considered. If you **do not hear from us** kindly consider your application was not being successfully.