

JOB DESCRIPTION

<i>Job Title:</i>	Policy, Research and Budget Analysis Specialist
<i>Reports to:</i>	Executive Director
<i>Supervises:</i>	Policy officers/Interns / Volunteers
<i>Links with:</i>	Media & Communication departments. and M & E & Learning
<i>Job Location:</i>	Dar-es-Salaam
<i>Job Purpose:</i>	To provide support and strategic direction to ANSAF Members on a wide range of economic and policy issues affecting the agricultural sector in Tanzania

Main Duties and Responsibilities

<i>Research and Analysis:</i>	<ul style="list-style-type: none"> ▪ Conduct comprehensive food system and value chain analyses and research to generate evidence for advocacy interventions, including the preparation of policy briefs, fact sheets, and case studies. ▪ Undertake pre- and post-budget analysis as a key role, participating in the policy development process, and preparing position papers to advocate for favorable policies. ▪ Maintain updated information and data on market trends and policy interventions, and develop a database on the website using GIS for specific food systems and value chains of interest. ▪ Evaluate policy options from an independent and objective perspective, considering the needs of smallholder producers and SMEs involved in food system and value chain processing.
<i>Advocacy and Engagement:</i>	<ul style="list-style-type: none"> ▪ Lead the formation and strengthening of multi-stakeholder platforms focused on food system and value chain development. ▪ Organize and facilitate strategic meetings and workshops aimed at advocating for improvements in policy and business environments related to food systems and value chains. ▪ Facilitate dialogues between smallholder farmers, cooperatives, and decision-makers at district, regional, and national levels to ensure their voices are heard in policy discussions. ▪ Actively engage in food system and value chain policy dialogues involving ANSAF members, development partners, government officials, parliamentarians, private sector representatives, and civil society organizations. ▪ Organize roundtable discussions and breakfast meetings with government officials, Members of Parliament, and CSOs to address pertinent food system and value chain issues.

<i>Project Management and Support:</i>	<ul style="list-style-type: none"> Manage specific projects assigned by the organization, ensuring effective implementation, monitoring, and reporting. Foster strong relationships with peer organizations and ANSAF members, identify capacity gaps, and connect them with relevant support initiatives to strengthen advocacy efforts. Develop strategies and initiatives specifically aimed at promoting the inclusion and empowerment of women and youths in agriculture, ensuring their active participation and representation in decision-making processes and value chains. Strengthen the ANSAF Policy and Budget Working Group by providing leadership, coordinating activities, and facilitating collaboration among members to enhance their effectiveness in advocating for policy and budget reforms.
<i>Documentation, learning and dissemination:</i>	<ul style="list-style-type: none"> Play a leading role in the development of policy briefs and related public outreach events, relevant to the agribusiness and development community Ensure the production of adequate publications applicable to donor organizations as well as rural producers and their representations. Produce statements, press releases, position papers and ensure production of key policies in a user-friendly manner for grass root level Propose policy themes for learning event
<i>ANSAF image:</i>	<ul style="list-style-type: none"> Raise the public image of ANSAF through engaging with Stakeholders and Media Seek actively to broaden and deepen the organization's membership

Qualifications and Capacities:

Education / Academic Qualifications	<ul style="list-style-type: none"> Master's degree in the field of agricultural economics, economics and trade, business administration, or international development. A bachelor's degree (BA/BS) preferably in a relevant major, such as statistics, accounting, economics, or business.
Experience:	<ul style="list-style-type: none"> 8 years' experience in analyzing agricultural policies, food systems policies and advocacy work Minimum of two years' experience working with quantitative and qualitative data analysis; a job with research, statistics analysis, econometrics, policy or related fields Intermediate level experience preparing data sets and data analysis and ability to read and interpret complex materials and perform data cleaning. Strong understanding of databases, analytical tools, and concepts. Work experience in non-profit organizations is preferred.
Competencies:	<ul style="list-style-type: none"> Broad knowledge of government policy process and experience dealing with senior government officials and Parliamentarians Knowledge on economic and social trends and implication to different groups Knowledge on value chains and stakeholder engagement Understanding the national and local budget cycle and policy making progress at national and local level (AS and M) Strategic vision and focus Preferably one with an agricultural background well versed with social accountability monitoring Knowledge on African commitments in the area of CAADP & MALABO commitment, SAGCOT and GROW AFRICA INITIATIVE Knowledge on agribusiness in managing youth entrepreneurs'
Skills:	<ul style="list-style-type: none"> Good analytical and interpretation / facilitation skills and strong quantitative analysis and research skills;

- Ability to package evidence-based findings and voices/ as arguments in decision-making processes.
- Ability to maximize the available capacity and skills of Working Group members
- Ability to manage and motivate Working Groups and members
- Ability/ skills in networking and mobilizing people around common focus (at local /members)
- Diligent, highly organized and self-motivating individual; a person with high integrity;
- Ability to work under pressure to meet deadlines;
- Excellent communication skills particularly in engaging with the private agricultural sector / donors in order to achieve results.
- Good writing skills, public speaking skills, charismatic personality
- Willingness to work as part of a team
- Excellent conceptual and analytical skills
- Strong experience with Excel; experience with SPSS or other statistical software is preferred.
- Must display an advanced level of skill in the Microsoft Office suite 2010 or later.
- Good communication skills, writing skills, interpersonal skills, and ethical mindset
- Adapt to problem-solving and conflict resolution
- Familiarity with analysis software and working knowledge of MS Office

How to Apply

Interested individuals should submit their applications with the following

1. Application letter explaining why you think you qualify for this post
2. Current CV, indicating relevant experience based on previous tasks; and skills that you are bringing into the organization
3. Please do not attach any copies of certificates

All applications should be addressed to the Executive Director (address given below) and submitted only through an email: info@ansaf.or.tz and copy communications@ansaf.or.tz

Executive Director

Agricultural Non-State Actors' Forum (ANSAF)
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Dar es Salaam

Note: Deadline for submission is May 12, 2024

Only Shortlisted candidates will be contacted. Women are strongly encouraged to apply.

