

Vacancy Announcement

Welthungerhilfe is one of the largest private aid organizations in Germany; it is politically independent and non-denominational. Welthungerhilfe (WHH) is dedicated to fighting for a world without hunger. Since it was founded on December 14, 1962, 12,128 overseas projects in about 72 countries have been supported with 5.07 billion euros.

Welthungerhilfe follows the principle of empowering people to help themselves to sustainably improve their living conditions, offering everything from fast disaster relief to reconstruction and long-term development cooperation projects with national and international partner organizations. In close collaboration with local partners, we enable people to break out of hunger and poverty sustainably, with measurable impact, and with integrity and accountability.

WHH pursues a dual mandate to ensure our actions meet the needs of our target groups: providing programs for short-term disaster relief as well as long-term development. To achieve [sustainable food and nutrition security](#) among the most vulnerable, these programs link our key focus areas interrelated with hunger – [agriculture and environment](#); [water, sanitation and hygiene](#) (WASH); [economic development](#); [humanitarian assistance](#); [climate change](#); and [civil society and advocacy](#). [Innovation](#) helps to scale the impact.

We are currently looking for one Project Officer (Agriculture) for the Myanmar Country Programme. The position will be based in Meiktila and requires frequent travel to project locations.

Job Description: Project Officer (Agriculture) (SG 06)

I. Job Details

Department: Programmes

Country / Location: Meiktila (frequent field visits required)

FundsPro Cost Allocation: SEEDS (Strengthening Economic and Environmental Development for Climate Sustainability)

Job Name: Project Officer (Agriculture) (m/f/d)

Title of Job Holder: Project Officer

Salary Group: SG 06

Immediate Superior (in disciplinary matters): Head of Project

Subordinate Position(s): None

No. of position: 1

Representation: To be decided on relevant occasions

Is represented by: To be decided in case of absence

Contract Period: 1 year contract with possible extension

Project Duration: 44 months

Technical Guidance : Agriculture Specialist

II. Objectives, Duties, Areas of Responsibility

1. Objectives of the position

The Project Officer – Agriculture is responsible for the planning, coordination, implementation and monitoring of agriculture-related activities under the SEED project.

The position translates technical guidance from the Agriculture Specialist into practical field implementation and works closely with farmers, communities, Field Officers, Community Facilitators and other project colleagues to ensure that agricultural activities are implemented effectively and according to agreed technical standards and project plans.

The position contributes to SEED's integrated approach by linking agricultural production and seed-related activities with livestock, community-based organisations, market opportunities and other relevant project interventions.

2. Duties and area of responsibility

2.1. Duties with own area of responsibility

- Coordinate day-to-day implementation of assigned agriculture activities in accordance with approved SEED workplans, budgets and technical guidance.
- Prepare detailed seasonal and activity plans for agricultural interventions in coordination with the Agriculture Specialist and field teams.
- Coordinate farmer mobilisation, agricultural training, demonstrations and other field activities.
- Support the establishment and implementation of demonstration, learning and other practical agricultural activities included in approved project plans.
- Monitor implementation progress, participation and field-level results and identify delays, technical problems or operational constraints requiring follow-up.
- Maintain accurate and timely records of agricultural activities, participants, inputs, training and implementation progress.
- Coordinate activity schedules and requirements with Field Officers, Community Facilitators and relevant operational colleagues.

- Maintain regular communication with participating farmers and communities and ensure that relevant implementation issues and feedback are communicated to the appropriate project colleagues.
- Prepare routine implementation updates and provide information required for project monitoring and reporting.

2.2 Duties without own area of responsibility

- Work under the technical guidance of the Agriculture Specialist and apply approved agricultural approaches, methodologies and technical standards.
- Provide functional and practical guidance to Field Officers and Community Facilitators involved in agriculture activities.
- Support the Agriculture Specialist with field assessments, technical monitoring, demonstrations, farmer training and documentation of implementation experience.
- Coordinate with the Project Officer – Livestock where crop and livestock interventions intersect at household or community level.
- Coordinate with the Project Officer – CBO where agricultural activities involve community-based organisations, producer groups or other local structures.
- Coordinate with the MEAL Officer on participant registration, monitoring, data collection, verification and documentation of project results.
- Coordinate activity requirements with logistics and procurement colleagues and provide timely technical information required for approved procurement processes.
- Contribute field information and implementation experience to project reports, reviews and learning processes.
- Support coordination with relevant service providers, community structures and other local stakeholders within delegated authority.

2.3 Specific activities and duties of the position / Position specific qualifications

- Support implementation of SEED's agricultural and seed-production activities in the project's target areas in Mandalay Region.
- Translate technical guidance from the Agriculture Specialist into detailed seasonal implementation plans, cropping calendars and field activities.
- Support participating farmers to apply the agricultural production practices and approaches promoted through SEED.
- Coordinate farmer identification, mobilisation and participation in agricultural activities according to approved project criteria and procedures.
- Organise and facilitate farmer training, practical demonstrations, field learning activities and other agricultural capacity-development activities.

- Support implementation and monitoring of seed-production activities included within SEED's agricultural component.
- Work with the Agriculture Specialist to ensure that seed-production activities follow the technical approaches and quality requirements established for the project.
- Monitor crop establishment, production activities and field performance and communicate significant technical issues promptly to the Agriculture Specialist.
- Facilitate regular field follow-up with participating farmers and support practical application of training and technical recommendations.
- Support demonstration and farmer-learning approaches that allow participating farmers to observe, test and discuss agricultural practices under local conditions.
- Ensure that field implementation reflects seasonal conditions and communicate emerging production constraints or significant changes in field conditions to the Agriculture Specialist and Head of Project.
- Support appropriate linkages between agricultural production, seed activities and other relevant SEED interventions.
- Coordinate with the Project Officer – Livestock where integrated household livelihood activities involve both crop and livestock production.
- Coordinate with the Project Officer – CBO where producer groups, community-based organisations or other local structures are involved in agricultural implementation.
- Support linkages between participating farmers and relevant agricultural services, input providers or other actors where these form part of approved SEED implementation.
- Work closely with Field Officers and Community Facilitators to coordinate community-level agriculture activities and provide practical guidance required for implementation.
- Undertake regular field monitoring to assess whether agricultural activities are being implemented according to approved technical guidance and activity plans.
- Refer significant technical questions or proposed changes to agricultural approaches to the Agriculture Specialist rather than independently modifying established technical methodologies.
- Work with the MEAL Officer to ensure accurate and timely registration of participants and collection of agriculture-related monitoring information.
- Support verification of agricultural activities and results and maintain appropriate supporting documentation.
- Contribute agricultural field information and evidence to SEED progress reports, implementation reviews and other project documentation.

- Support collection and documentation of farmer feedback, implementation experience and lessons from agricultural activities.
- Identify practical implementation challenges and bring these to the attention of the Agriculture Specialist and project management for appropriate follow-up.
- Support inclusive participation in agricultural activities and identify practical barriers that may prevent eligible community members from participating.
- Ensure that community engagement and agricultural activities follow WHH safeguarding, accountability, conflict-sensitivity and do-no-harm requirements.
- Coordinate agriculture-related procurement requirements sufficiently in advance and provide relevant technical information or specifications to responsible procurement colleagues under the guidance of the Agriculture Specialist.
- Support verification of agriculture-related inputs or materials where requested, while respecting procurement procedures and segregation of duties.
- Undertake regular travel throughout assigned SEED implementation areas in accordance with WHH security and access procedures.

III. Job requirements

1. Knowledge/ Qualifications

Professional / Formal Qualification

- University degree in Agronomy, Agriculture, Crop Science, Plant Science or another relevant agricultural discipline.
- Additional practical training in seed production, agricultural extension or sustainable agricultural production is an advantage.

Professional Experience

- At least 3 years of relevant professional experience in agriculture, agricultural extension, seed production, rural development or a related field.
- Practical experience working directly with farmers and rural communities.
- Experience organising agricultural training, demonstrations or farmer-learning activities.
- Experience supporting field-level agricultural project implementation and monitoring.
- Experience with seed production or seed-sector programming is an advantage.
- Experience with donor-funded development programmes is desirable.
- Relevant experience in the agricultural context of central Myanmar is an advantage.

Professional Skills and Competencies

- Good practical knowledge of crop production and agricultural extension.
- Ability to translate technical agricultural guidance into practical field activities.
- Good understanding of seasonal agricultural planning and field-level implementation.
- Knowledge of seed production and related quality considerations is an advantage.
- Good farmer facilitation, training and communication skills.
- Ability to identify agricultural implementation problems and refer technical issues appropriately.
- Good planning, organisation and documentation skills.
- Ability to work effectively with farmers, community organisations, field personnel and multidisciplinary technical teams.
- Good Myanmar-language communication skills and working ability in English.
- Good basic digital skills for project communication, documentation, monitoring and reporting.
- Willingness and ability to travel regularly within SEED implementation areas.
- Basic skills in the responsible use of generative AI tools for professional tasks such as activity planning, organising field information and drafting routine reports, with appropriate human verification and attention to confidentiality and data protection.

3. Disciplinary Leadership of staff

None

4. Responsibility

- The Project Officer – Agriculture has operational responsibility for agricultural activities assigned to the position within approved SEED workplans.
- The position works under the technical guidance of the Agriculture Specialist, who retains responsibility for project-level agricultural methodologies, technical standards and specialist advice.
- The position may provide functional and technical guidance to Field Officers, Community Facilitators and other implementation personnel involved in agricultural activities.
- The position has no disciplinary leadership responsibility.
- The Project Officer – Agriculture does not independently change approved agricultural methodologies or introduce significant new technical approaches.

- The position does not independently approve budgets, expenditure, procurement, contracts or changes to project scope.
- Significant technical, implementation, safeguarding, security or compliance issues must be referred through the appropriate technical or management channels.
- External representation is undertaken only within delegated authority.

Please send your application by email to:

 hr.mmr@welthungerhilfe.de

 Application deadline: 18 October (Sunday) COB

Please note that only shortlisted candidates will be contacted for an interview. Welthungerhilfe is an equal opportunity employer and encourages applications from qualified individuals, regardless of gender, ethnicity, or background.

Applications will be reviewed on a rolling basis, and interviews will be conducted accordingly.