

**Heifer International Nepal  
Job Description  
Program Officer - Animal Well-Being  
February 24, 2018**

**Internal Job Title:** Program Officer – Animal Well Being  
**Position Number**  
**New or Refill** New  
**Core position:** Yes  No   
**Salary Grade** TBD  
**Division/Dept** Programs/Asia  
**Dept#/Subproject WO**  
**Reports to:** Associate Director - AWB  
**Supervisor RESNO/Name**  
**Supervision** **Employees** Yes  No | **Volunteers** Yes  No  
**Location** **Field**  
**Job Level** TBD  
**Relocation Funds:** **Non Negotiable**  
**Travel Required** Minimum 75% Annually

Heifer International is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, gender, gender identify, sexual orientation, age, status as a protected veteran, among other things, or status as a qualified individual with disability.

**FUNCTION**

The Program Officer - Animal Well-Being will be responsible for an effective delivery of animal health and production technologies, knowledge and skills to project partners and cooperatives. S/he will ensure that farmers adopt improved technologies for consistence and bulk supply of quality animals. S/he will work in close collaboration and coordination with the Heifer Nepal Program team, project partners, cooperatives and Community Agro Vet Entrepreneurs (CAVE). In addition, s/he will implement prototypes related to enhancing efficiency of livestock heath, production and productivity; and also contribute in scale-up of learnings for the wider benefit of farmers.

**ESSENTIAL CHARACTER TRAITS:**

Highly motivated and inspirational leader, superb listener and communicator, relationship builder, energetic and positive, team builder, strives for shared vision, impact-driven and innovative, organized, having strong business acumen, pro-active, respect for procedures and norms, curious, analytical, socially sensitive, values-oriented, conviction towards holistic sustainable development.

<b>RESPONSIBILITIES</b>	<b>DELIVERABLES</b>
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<b>(including approximate percentage effort)</b>	
<p><b>Leadership &amp; General (20%)</b></p> <ul style="list-style-type: none"> <li>i. Lead the animal well-being related activities and functions at the cluster level</li> <li>ii. Develop strategy at the cluster level to establish quality, quantity and consistent supply system of farm animal productivity</li> <li>iii. Oversee at the sub-project and cooperative level animal health and husbandry services to ensure IAM practices are being adopted by farmers.</li> <li>iv. Take a lead in implementation of related prototypic and action research, document the outputs and scale-up the best/good practices.</li> </ul>	<ul style="list-style-type: none"> <li>i. Develop animal health and production strengthening plan with clear timeline and deliverables</li> <li>ii. Timely delivery of milestones relating to AWB component.</li> <li>iii. Produce periodic reports as and when required</li> </ul>
<p><b>Capacity building (20%)</b></p> <ul style="list-style-type: none"> <li>i. Develop staff capacity building plan in the field of animal well-being</li> <li>ii. Organize and facilitate trainings and workshops for CAVEs / technicians and project partners on improved animal health and husbandry.</li> <li>iii. Provide technical backstopping and mobilize CAVEs and technicians through regular coaching, follow up and state-of- the- art technical guidance as appropriate to ensure improved livestock management practices are adopted by project participants.</li> </ul>	<ul style="list-style-type: none"> <li>i. Develop and deliver training materials/modules on various aspects or functions of animal well-being</li> <li>ii. Prepare manuals, briefs, guidelines, technical papers and other knowledge documents related to the field of animal well-being</li> <li>iii. Track performance and progress of CAVEs and technicians periodically</li> </ul>
<p><b>Animal health and management strengthening (30%)</b></p> <ul style="list-style-type: none"> <li>i. Develop plans and support project partners and cooperatives for implementing activities for year round availability of nutritious grass/fodder and feed.</li> <li>ii. Ensure cooperatives and project beneficiaries follow appropriate breeding strategies and plans to improve genetic quality for better productivity,</li> <li>iii. Make certain vaccinations to needy animals against major diseases are carried out at right time and stage meeting quality standards of the biological used and processes adopted.</li> </ul>	<ul style="list-style-type: none"> <li>i. Provide technical assistance through formal/informal trainings, coaching, exposure, and other possible ways,</li> <li>ii. Year round adequate availability of nutritious grass, balanced feeding techniques practiced by farmers</li> <li>iii. Adequate availability of superior quality animals and their multiplication</li> <li>iv. Documentation and periodic reports on Quality of animals</li> </ul>

<p>iv. Keep prior intelligence/information and appropriately handle/investigate/respond to disease epidemics, outbreaks, unusual mortality and other similar situations such as natural calamities</p>	<p>improved, mortality decreased etc</p> <p>v. Established system of consistence and bulk supply of quality animals</p>
<p><b>Provision of business development services (30 %)</b></p> <p>i. Strengthen CAVEs / technicians capacity to ensure accessibility and availability of quality veterinary services and input supplies (vet medicines, vaccines etc)</p> <p>ii. Mediate with government approved insurance companies and guide cooperatives to ensure effective implementation and sustainability of livestock insurance program.</p> <p>iii. Coordinate and collaborate actively with relevant stakeholders for gathering technical assistance and support needed for the sustainability of BDS services</p>	<p>I. Guide, coach and facilitate CAVE/ technicians for effective and sustainable supply of inputs and services to farmers through respective cooperatives.</p> <p>II. Functional Livestock insurance program established - cooperatives as insurance agents.</p> <p>III. Healthy and sustainable support system from line agencies/ local bodies established.</p>

**Minimum Requirements:**

- A Bachelor’s Degree or equivalent from a recognized university in Veterinary Science and Minimum three (3) years of experience with an international organization in a similar context is required
- Other job-related education and experience may be substituted for all or part of these basic requirements

**Most Critical Proficiencies:**

- Knowledge of and experience in working with livestock programs
- Knowledge of and experience with or within community organizations
- Competency in both speaking and writing skills on national language/s and English-
- Excellent leadership qualities and communication Skills
- Have an interest in animals/agriculture/community development
- Good understanding of and sensitivity for poverty, social and ethnic issues
- Excellent organizational skills including strong attention to detail
- Computer proficient in word processing, spreadsheets, electronic mail software (Microsoft preferred) and other appropriate technology

**Essential Job Functions and Physical Demands:**

- Motivated to work responsibly with little supervision - major tasks in field where independent expert decisions have to be made
- Ability to meet and deal with others in a courteous and tactful manner
- Demonstrate a high degree of honesty and integrity
- Excellent interpersonal skills with the ability to work cooperatively, tactfully and diplomatically with a culturally diverse group of people
- Ability and willingness to work with a flexible schedule
- Willingness and ability to travel extensively, both locally and internationally
- Ability to foster and maintain a spirit of unity, teamwork and cooperation
- Sensitivity in working with multiple cultures and beliefs, and to gender equity

HPI HEADQUARTERS' USE ONLY		
	Dr. Mahendra N. Lohani	
Signature of Sr. Vice President of Programs	Printed Name	Date