



Program Officer Job Description

ASSIGNMENTS

Under the direct supervision of the Executive Secretary, the Program Officer will perform the following tasks:

1. Initiate and manage database on ongoing OAFSLAD projects and programs at the secretariat, country and regional levels
2. Set a monitoring mechanism for regular update of the database
3. Document, collect and manage the various assistance needs from OAFSLAD member states
4. Manage the whole process of project identification, funding, implementation, monitoring and evaluation of OAFSLAD assistance program to the member states
5. Undertake any other activity related to the OAFSLAD work plan as assigned

JOB REQUIREMENTS

1. A minimum of Master degree in economics, legal and/or social sciences with strong skills and qualifications in data collection and investigative work;

Familiarity with socio economic studies and analysis and Advanced knowledge of the required statistical tools and methodologies
2. A minimum of five years working experience in the fields of technical backstopping, monitoring and evaluation of projects and programs targeting especially children, girls and women
3. Previous exposure to international technical cooperation activities with special emphasis on advocacy work and resource mobilization
4. Fluency in English and French
Knowledge of any other working language of the African Union will be an advantage

Interested candidates must submit their applications including a CV and one page cover letter at hr@oafslad.org

Only shortlisted applicants will be notified.

Deadline: 15 May 2022