



GREEN PROJECT COORDINATOR

TATU Project is a non-profit organization that facilitates an equal and sustainable development for the rural community of Msitu Wa Tembo and Londoto in Northern Tanzania. We address community needs and build effective solutions through active collaboration with members of Msitu Wa Tembo and Londoto and relevant stakeholders. One major principle of our organization is to work directly with the members of the community and create the project with a long-term vision and sustainable structure. In shaping the project one must value the local knowledge, listen to their vision and develop the idea together with the population. The job and environment imply polyvalence and flexibility.

PROJECT DESCRIPTION

For 2020, TATU Project is launching its new Environmental Initiative through the Green Project. This project consists, in brief, of setting up environmental clubs in schools, support them in their activities and in the development of their own tree nurseries. Of course, tree-planting will be an important aspect of this project.

Main outcomes expected:

- Enrolment strategy for in-school environmental clubs
- Report on the structure and enrolment status of the clubs, portray the main leaders elected and their roles
- Report on the activities planning process and outcomes
- Develop a funding strategy - externally and in collaboration with the “One trip, One tree” initiative from our Travel Agency
- Implementation of the tree nurseries in the environmental clubs

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P.O. Box 8707, Moshi



KEY RESPONSIBILITIES

MAIN RESPONSIBILITY

The role of Green Project Coordinator is to support the Green Program manager in daily operating duties whilst working together towards long-term goals and strategies. We want to focus on establishing strong foundations and clear vision for 2020 to allow the growth of this project. All actions should include the teachers and students' inputs and they are the final decision-makers. This will support the project to become more sustainable and assist the people involved to become more independent overtime and have a deeper positive impact on the community's environment.

DAILY ACTIVITIES

- Gain thorough understanding of current status of the project and plan with the team on appropriate strategies and objectives
- Work with team to review, research and develop tools and trainings required for projects
- Reporting
- Work on funding strategy
- Conduct consistent and useful monitoring and evaluation systems
- Build databases and gather relevant information

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- Support communication of TATU goals with the community members and vice versa
- Assist in budgeting and accounting of projects
- Develop social media content to promote project initiatives

SELECTION CRITERIA

It is essential for you to have:

- An undergrad degree in either International Development, Community Development or Environmental studies
- Excellent oral and written communication skills
- Proven time management skills
- Innovative and analytical thinker, with an ability to find solutions to complex problems whilst incorporating the values of the organization
- Cultural sensitivity
- Ability to work well in a team and autonomously
- A proficient level of English skills, writing and oral
- Passion and values that align with TATU Project

It is desirable for you to have:

- Experience working/volunteering and living overseas, preferably in a developing country
- Experience working/volunteering with an NGO
- Experience in project coordination
- A good grasp of environmental stakes
- Computer literate across MS office applications

CONDITIONS

- The volunteer position is UNPAID.
- The minimum time commitment is 3 months, but there are opportunities to extend on mutual agreement
- VISA, flights and health insurance are not included
- The volunteer house and office is located in Moshi, Tanzania
- The working week will mainly consist of office hours with one or two days working on the field

BENEFITS

- Live and work abroad at the base of Mt. Kilimanjaro in Moshi, Tanzania with an international NGO.
- Conduct field work supporting and working with local communities and gain strong hands on experience
- Work with a diverse international team while learning about sustainability and international development.

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- Experience in collaborating with local & international partner organizations.
- A dedicated, friendly team and positive, dynamic working environment.
- Participate in day trips and activities in and around Moshi.

HOW TO APPLY

Please send your CV and application letter to hr@tatuproject.org with subject line "Women's Economic Empowerment Coordinator "

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