

WOMEN'S EMPOWERMENT PROJECT COORDINATOR (W.E. THRIVE)

TATU PROJECT

TATU Project is a non-profit organization that facilitates 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 the community and relevant stakeholders.

W.E. THRIVE PROGRAM DESCRIPTION

An economic empowerment program to reinforce saving habits and entrepreneurship. TATU Project supports the women of Msitu wa Tembo and Londoto in their own initiatives towards financial independence. The women are empowered through setting up their own financial systems and businesses, contributing their own capital and making practical decisions through skill-building workshops and training.



PROJECT DESCRIPTIONS

The Wholesale Shop

The Wholesale Shop is the first business opened by Kazi na Sala Women group. It is a shop selling different types of products to fulfill local basic needs. The project struggles to increase profit in order to repay the loan it got from the Micro-Lending Initiative (another project of WE Thrive). It is essential to do product profitability analysis, ensure records are kept correctly and involve the women on strategizing for the future, based on current analysis, numbers and potential projections. Main outcomes expected from this project would be:

- Business health check-up report (incl. inventory, accounting, profitability)
 - Come up with the ladies on improvements to make
- Report on current product profitability
 - Come up with the ladies on next strategies for increasing profitability
- Report on Financials

- Come up with financial projections on potential profit and loan repayment

The New Project - Ceremonies Rental Equipment

The women of Msitu wa Tembo and Londoto are motivated to create a new business for 2020! They have already chosen the main idea: rental equipment for ceremonies. This requires purchasing a big tent or tarp, chairs, decorations and more, to set up and rent out everytime there is an event in the community. Main outcomes to report on for this project would be:

- Ensure there is a clear business idea and a business committee from Kazi na Sala
 - Report and portray each committee member and respective responsibilities
- Develop practical business trainings for the committee members and implement business tools (accounting, client database, inventory, maintenance plan...)
- Work on business planning: projections, purchase, storing and create a clear proposal
- Work on business development: marketing, promotion, pricing, services and launching

MAIN RESPONSIBILITY

The role of W.E. Thrive Project Coordinator is to support the W.E. Thrive Program manager and team members in daily operating duties whilst working together towards long-term goals and strategies. We want to focus on proper and will implemented business tools for 2020 to allow long term sustainable management. All actions should include the committees' inputs and they are the final decision-makers. This will support the project to become more sustainable and assist the women involved to become more independent managers and increase their financial independence.

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
- Conduct consistent and useful monitoring and evaluation systems
- Support W.E. Thrive Program Manager in areas necessary
- Build databases and gather relevant information
- 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 Business, International Development, International Relations, Community Development or a relevant degree

- 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 accounting and finance concepts
- 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.
- 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 ”