



## **Terms of Reference:**

Established in 2011, the Global Shea Alliance (GSA) is a non-profit industry association based in Accra, Ghana and has over 560 members from 35 countries including food and cosmetic brands, suppliers, women's groups, and non-profit organizations. Through public-private partnerships, the GSA promotes industry sustainability, quality practices and standards, and demand for shea in food and cosmetics.

### **Background**

The GSA in partnership with 'Invest for Jobs' implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, an initiative of the German Federal Ministry for Economic Cooperation and Development has launched a two-year project to promote investment in the shea value chain in Ghana. The objective is to improve the capacity of women shea collectors and boost the profitability of the sector and job creation.

### **Description of Role**

The GSA is hiring field officers for a short term period (six months) to support with its project implementation in Northern Ghana. The objective of the assignment will be to coordinate training activities (quality, cooperative management and business development) for women collectors at the community level across the different shea growing areas.

### **Duties and Responsibilities**

The role of the field officer will include;

1. Assist the Project Manager with community level engagement, identify women cooperatives and their locations for the specific trainings.
2. Coordinate logistics for the trainings.
3. Organise the women in their cooperatives for training of trainers and community level trainings.
4. Compile database of women beneficiaries and their locations.
5. Collect data on existing warehouses and their GPS locations used by cooperatives.
6. Any other task assigned by Project Manager.

### **Qualifications**

Applicant should be a resident in Northern region and/or Upper West region.

- Must have strong interpersonal skills.
- Passion and commitment for women's empowerment
- Ability to work with groups from different cultural backgrounds
- Demonstrate basic competence in Microsoft office i.e. excel, word etc.
- Minimum working experience of 2 years or more.

**Interested persons should please forward application and CV to this email: [p.nunoo@globalshea.com](mailto:p.nunoo@globalshea.com) Deadline to submit all application is Monday, February 8<sup>th</sup> 2021.**