

SMALL FARMERS WELFARE FUND
VACANCY FOR THE POST OF PROGRAMME WELFARE OFFICER

Applications are invited from qualified candidates for the post of Programme Welfare Officer

Qualifications: For the first intake by selection from among officers in the grade of Technical Officers at the Small Farmers Welfare Fund who possess

- (i) a degree in Agriculture or Management or Economics or Sociology from a recognized institution an equivalent qualification acceptable to the Board;
- (ii) reckon at least three years' experience in project design and project management preferably related to community welfare projects;
- (iii) are computer literate; and
- (iv) possess good interpersonal and communication skills.

In absence of qualified serving officers by selection from outside candidates who possess the above qualifications.

Candidates should produce evidence of experience knowledge claimed.

Role and Responsibilities: To be responsible for the effective and efficient management of the Welfare Schemes Department of the Small Farmers Welfare Fund.

Duties

1. To plan, develop, implement and manage schemes and projects to enhance the economic and social welfare of small farmers and their families.
2. To liaise and work in close collaboration with the farming community and carry out need assessments in all major action areas for project design and implementation.

3. To be responsible for the organization of seminars, symposium and forums, focus group discussions and talks related to welfare in general.
4. To conceptualize, design and formulate innovative projects relating to the welfare of small farmers and their families.
5. To carry out needs assessment in all major active areas for project designs.
6. To carry out inspection of farms, agro processing enterprises, crops, animals and agro processed products and report thereon.
7. To implement and develop audio visual materials, leaflets and newsletters related to project activities.
8. To keep abreast of farming techniques and technologies with a view to advising and training farmers to modernize their activities and make them more efficient.
9. To be responsible for the production of radio and TV programmes on the activities of the Fund.
10. To prepare news release, spot announcements and features for the media and to perform public relations duties.
11. To coordinate, monitor, evaluate project activities and write reports, including technical reports, on the activities of small farmers.
12. To assist in the preparation of the yearly estimates and Annual Report of the Fund.
13. To use ICT in the performance of his duties.
14. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Programme Welfare Officer in the roles ascribed to him.

Salary: Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700

Age Limit

Candidates, unless already in Service, should **not** have reached their 45th birthday by the closing date for submission of applications.

Mode of Application

Application giving full details of qualifications and experience supported by duly certified copies of certificates and other relevant details as well as **ONUS** of equivalence of qualifications where applicable, on the prescribed Application Form should be submitted to the Manager at the above address not later than **Thursday 26 October 2023 at 3.00 p.m.** The prescribed application form is available during office hours (weekdays only) at the Head Office of the Small Farmers Welfare Fund, 2nd Floor, MCIA (ex-FSC Building), St. Pierre, or on the website of the SFWF <http://sfwf.govmu.org>.

26 September 2023