

Global Alliance for Improved Nutrition

Job title:	Project Officers, Value Chain (3 slots)		
Classification:	Grade 3	Direct reports:	0
Work location	Kaduna, Ibadan, Benue-Nigeria	Travel required:	40%

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the United Nations in 2002 to tackle the human suffering caused by malnutrition. Working with governments, businesses and civil society, we aim to transform food systems so that they deliver healthier diets for all people, especially the most vulnerable.

Headquartered in Geneva, Switzerland, GAIN has offices in countries with high levels of malnutrition: Bangladesh, Benin, Ethiopia, India, Indonesia, Kenya, Mozambique, Nigeria, Pakistan, Rwanda, Tanzania and Uganda. To support work in those countries, we have representative offices in the Netherlands, the United Kingdom, and the United States.

At GAIN, we believe that everyone in the world should have access to nutritious, safe, and affordable food. Today, one in three people - drawn from nearly every country on the planet - are unable to consume enough nutritious food. We work to develop and deliver solutions to this daily challenge.

In alignment with this mission, GAIN is leading a multi-stakeholder consortium to implement an initiative aiming to creating dignified and fulfilling work for Nigerian youth under 35 across agrifood value chains. The programme specifically aims to reach and benefit young women, persons with disabilities and internally displaced persons.

DESCRIPTION
<p>Overall purpose</p> <p>The Project Officer, Value Chain (Northwest) strengthens end-to-end agrifood systems within the region, ensuring inclusive participation of youth and women across production, aggregation, processing, and marketing nodes. The role coordinates farmer clusters, input suppliers, and processors to improve productivity, quality, and traceability across programme priority value chains.</p> <p>The Project Officer supports business modeling, cost-benefit analyses, and private-sector engagement to identify growth opportunities and strengthen market linkages. Working with state teams, cooperatives, and thematic Coordinators, the officer facilitates technical training, monitors enterprise performance, and documents best practices. This role is pivotal in translating the programme's value-chain strategy into measurable income gains, job creation, and improved competitiveness of youth-led agribusinesses, contributing to sustainable economic transformation across the respective zone.</p>
<p>Tasks and responsibilities</p> <p>Programme Coordination and Implementation</p> <ul style="list-style-type: none"> • Support the implementation of the programme value-chain interventions across assigned states, ensuring coherence with national and zonal strategies. • Facilitate linkages among farmers, aggregators, processors, logistics providers, and markets to strengthen vertical and horizontal integration.

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- Coordinate farmer cluster formation and assist cooperatives to adopt climate-smart and regenerative agricultural practices.
- Collaborate with the Input & Production, Processing, and Marketing Coordinators to implement seamless end-to-end value-chain operations.
- Conduct value-chain and market systems assessments to identify gaps, leverage points, and opportunities for private-sector participation.
- Support enterprise diagnostics, feasibility analyses, and cost-benefit modeling to enhance business decision-making for youth-led MSMEs.
- Promote use of digital traceability and monitoring tools to strengthen data-driven management of production and market activities.
- Organize technical and business management training for youth and women entrepreneurs across value-chain segments.

Capacity Strengthening and Technical Support

- Facilitate enterprise capacity building in production, processing, financial management, and market access.
- Support the training of youth cooperatives on good agronomic and manufacturing practices, financial literacy, and enterprise sustainability.
- Encourage peer-to-peer learning and mentorship among youth-led enterprises and agribusiness networks.
- Promote gender-responsive approaches and inclusion of women and persons with disabilities (PWDs) across value-chain activities.

Project documentation and reporting

- Be responsible for the regular updating of PRISM to ensure accurate documentation of project/activity progress for project review meetings.
- Source, collate and compile data and information to identify emerging issues, track and report on project progress against established milestones and deliverables.
- Prepare and maintain project documentation and PRISM for reporting, monitoring and evaluation purposes to ensure accessibility of quality information and contribute to the achievement of project outcomes.

Relationship Management

- Support to maintain strong partnerships with farmer cooperatives, agribusinesses, local governments, and private-sector actors in the Northwest.
- Facilitate market linkages and contract negotiations between producers, processors, and off-takers to ensure price stability and sustainability.
- Engage input suppliers, financial institutions, and equipment service providers to strengthen access to inputs, finance, and mechanization.
- Support alignment of the programme's zonal activities with state-level agricultural policies and development initiatives.
- Collaborate with implementing partners to ensure adherence to GAIN's gender, safeguarding, and inclusion standards.
- Under the supervision of the Project Manager or Project Coordinator, conduct regular field monitoring visits of activities implemented by partners to ensure compliance with agreed plans and standards.
- Follow up with partners to ensure timely submission of reports, provide feedback, and prepare monitoring reports with actionable findings and recommendations.

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- Work closely with external suppliers and professional service providers to facilitate effective and timely delivery of project activities.
- Support the maintenance of partnerships with civil society organizations, INGOs, government entities, and private-sector networks to enhance collaboration and impact.
- Contribute to a culture of mutual accountability and partnership across GAIN teams and the programme consortium members, promoting transparency and shared ownership of results.

Procurement, Payments and Financial Reporting

- Oversee all administrative aspects of the procurement process including budgeting, procurement supporting with the drafting of agreements and contracts and logistical arrangements within ethical and procurement standards and guidelines.
- Support the project coordinator in preparing donors' reports in collaboration with project teams, technical teams, funding and support teams.
- Work closely with the project accountant, monitor the receipt of deliverables and payments to partners, as well as ensure all project related expenses are properly coded to ensure the accuracy of financial reporting.
- Contribute to accurate project budgeting and forecasting processes.
- Process timely payments to consultants and other service providers, ensuring compliance with GAIN procurement policy.
- Perform other duties as assigned by management.

Key organisational relationships

- Reports to the Project Coordinator, Northwest
- Close collaboration with country operational staff and project team.
- Liaises regularly with GAIN professional services, Programmes and Knowledge Leadership teams.
- Vendors and Suppliers, Government, NGOs, Private Sector, and others

JOB REQUIREMENTS

Competencies

- Solid understanding of agricultural value-chain development, market systems, and private-sector engagement.
- Strong facilitation and coordination skills for multi-stakeholder collaboration.
- Analytical capacity to conduct value-chain mapping, cost-benefit analysis, and enterprise diagnostics.
- Clear and systematic proactive thinking that demonstrates good judgment, effective problem solving, and creativity.
- Demonstrated flexibility and openness to change whilst maintaining focus on programme objectives and quality standards.
- Excellent interpersonal, communication, and influencing skills, with the ability to engage a diverse range of stakeholders.
- Strong writing and analytical skills with the ability to synthesize project outputs and produce high-quality technical reports.
- Good understanding of gender, protection, and inclusion dynamics within development and humanitarian contexts, and the ability to integrate these in analysis and programme design.

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- Strong commitment to gender equality, youth empowerment, safeguarding, and environmental sustainability.
- Proven ability to work effectively with diverse groups, including local authorities, community organizations, civil society, and private-sector partners.
- Proven ability to execute administrative and technical tasks accurately and in a timely manner while managing competing priorities.
- Computer literacy with proficiency in Excel, MS Word, Outlook, and PowerPoint; advanced knowledge of spreadsheets, databases, and web-based management systems.
- Understanding of and commitment to equity, diversity, child protection, staff well-being, and ethical conduct principles.
- Proactive and adaptive approach to managing competing priorities, with strong time management and ability to work independently under pressure.

Experience

- Experience in agricultural value-chain development, agribusiness, livelihoods, or market systems programming.
- Proven experience engaging farmer cooperatives, MSMEs, and private-sector actors to strengthen production, processing, and market linkages.
- Demonstrated experience in project management, including planning, coordination, and performance tracking.
- Previous experience with business and project administration systems, including financial administration and reporting.
- Familiarity with donor-funded agricultural or rural development programmes and associated compliance requirements.
- Experience supporting youth and women enterprise promotion, training delivery, and inclusion in agrifood systems.
- Experience in delivering a broad range of project management and support services within tight deadlines and limited resources is desirable.
- Experience working in multi-cultural or international environments with demonstrated ability to collaborate across diverse teams and partners.

Education

- Bachelor's degree in Agriculture, Agribusiness, Rural Development, Economics, or related discipline.
- Postgraduate qualification in Value-Chain Management, Business Development, or Project Management (desirable).

Other requirements

- Willingness to travel extensively across Northcentral states.
- Fluency in English and relevant regional languages (e.g., Hausa).

WHAT GAIN OFFERS

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- A competitive remuneration package
- Flexible working hours through hybrid working opportunities
- Friendly working environment
- Professional development opportunities
- The chance to make a lasting contribution to reducing global malnutrition

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.