



NATIONAL DRAINAGE AND IRRIGATION AUTHORITY

JOB DESCRIPTION

POSITION: WUA COORDINATOR

REPORTING TO: CHIEF EXECUTIVE OFFICER

SALARY SCALE: BAND 5

The Job holder of the post will be responsible for all activities for the development and strengthening of water users associations and the long term sustainability of WUA's.

- Provides direct support to water user's association in conjunction with WUA's Regional Coordinators.
- Plans and executes water management activities aimed towards a better utilization of irrigation facilities to allow farmers to set up block planting and other modern irrigation technologies.
- Organizes and provides organizational and management assistance to the NDIA Regional Offices.
- Provides training to WUA's members in management of D&I operation and maintenance.
- Carries out monitoring activities to assess O&M activities, environmental issues and institutional and social evaluation of ongoing activities for presentation to the NDIA Board.
- Analyzes social and economic outcomes, including levels of utilization of facilities, operation and maintenance, and water user's levels of satisfaction.
- Prepares regular monitoring reports on water users activities to the NDIA Board
- performs related duties as required

Requirements

Degree in Agriculture/Economics/Management or a related field; from a recognized institution with the minimum of 5 years' experience in the agriculture sector.

Or Diploma in Agriculture or related field from a recognized institution with over Seven (7) years' experience in the Agriculture Sector

Supervisory Responsibility

This job holder is not required to supervise any staff

Work Environment

While performing the duties of this job, the employee regularly works in the field setting

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Position Type/Expected Hours of Work

This is a full-time position. Monday to Friday but may be required to work weekends and beyond the call of duty as the need arises.

Skills and Competencies

- Skill in the use of a personal computer and word processing software;
- good communication skills in dealing with farmers and community leaders;
- good organizational skills;
- good leadership skills;
- ability to work independently;
- must be a team player;
- proficiency in written and spoken English;
- experience in the operation of Water User's Association

Sound Judgment and Initiative

- A high level of courtesy, listening and communication skills
- Ability to work well under pressure within timeframes
- Goal focused
- A positive attitude
- Honesty and integrity
- Ability to work well in a team or independently.

Updated by: Ms. Janel Blackman

Senior Human Resource Officer

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