Reports to: Project Coordinator
Project / Program: Improving the income security of small-scale cotton farmers in Pakistan
Grade: C-2
Location: Khairpur
Contract: Long-Term contract
Work Week: 05 Days- 40 hours/week

**Position Overview:**

WWF-Pakistan seeks a highly motivated and experienced Senior Project Officer (Liaisoning) for the Project Implementation Unit (PIU). The successful candidate will play a pivotal role in fostering effective communication and collaboration among stakeholders, ensuring the seamless execution of the sustainable cotton farming project. This position demands a dynamic professional capable of navigating the complexities of multi-level partnerships and governmental interactions.

**Key Responsibilities:**

1. **Stakeholder Engagement:**
   - Act as a liaison between WWF-Pakistan and various project stakeholders, including government bodies, NGOs, and community representatives.
   - Foster positive relationships with key partners to facilitate project objectives and ensure alignment with local and national priorities.

2. **Training and Capacity Building:**
   - Conduct Training of Trainers (ToT) for the field staff to create a trained cadre of field trainers.
   - Assist project coordinator in organizing training events for farmers and workers on carbon-smart crop production and protection practices, water stewardship, and sustainable soil health management.

3. **Government Relations:**
   - Establish and maintain strong relationships with relevant government departments and agencies.
   - Monitor policy developments and regulatory changes that may impact the project, providing timely updates to project leadership.

4. **Coordination and Collaboration:**
   - Work closely with the Project Coordinator and other team members to ensure effective coordination and integration of project activities.
   - Organize and participate in regular coordination meetings with stakeholders to share progress, address concerns, and strategize on project milestones.

5. **Reporting:**
   - Prepare comprehensive reports on liaisoning activities, including updates on stakeholder engagement, government interactions, and regulatory compliance.
   - Provide inputs for project reports to be submitted to donors and relevant authorities.

6. **Risk Management:**
   - Identify potential risks related to government relations and stakeholder engagement, developing mitigation strategies to address challenges proactively.
Selection Criteria

Education, Experience & Working Knowledge

- A bachelor's or master’s degree in a relevant field (e.g., agriculture, development studies).
- Three years of working experience in similar projects is desirable
- Excellent communication and interpersonal skills, with the ability to build and maintain effective relationships with diverse stakeholders.

Skills & Attributes

- Adheres to WWF’s values, which are: Passionate & Optimistic, Challenging & Inspiring, Credible & Accountable, and Persevering & Delivering Results;
- Personnel management skills and experience;
- Good problem-solving skills and results orientation;
- Ability to travel in field areas;
- Ability to motivate and influence others;
- Sensitivity to gender and other social issues in Pakistan;
- Demonstrated interpersonal communication and leadership skills;
- Excellent written/spoken English and Urdu; other languages will be an advantage;
- Proficiency in the use of computer office applications on word processing and spreadsheet;

HR department : Signature / Date-----------------------------------------------
Hiring Manager : Signature / Date-----------------------------------------------
Acknowledged by Employee : Signature / Date----------------------------------

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