

**Passing Gifts Pvt Ltd (A Subsidiary of Heifer International)**

**Non-US Job Description**

**November 27, 2024**

Job Title: **Project Officer – Livestock Technology & One Health**  
Position Number: TBD  
New or Refill: New  
Core position: ☐ Yes ☒ No  
Salary Grade: 3  
Division/Dept.: **Programs/Asia**  
Dept #/Subproject WO: TBD  
Reports to: Sr. Project Manager – North Odisha  
Supervisor POSNO: 243070  
Supervisor RESNO/Name: 158070/Runa Shamim  
Supervision: Employees ☐ Yes ☒ No | Volunteers ☐ Yes ☒ No  
Location: Mayurbhanj/Keonjhar, Odisha, India  
Relocation Funds: No  
Travel Required: Minimum 75% Annually

PGPL is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, gender, gender identity, sexual orientation, age, status as a protected veteran, among other things, or status as a qualified individual with disability

**BACKGROUND:**

Passing Gifts Private Limited (PGPL) is a wholly owned subsidiary of Heifer International USA and it provides services in educating, consulting, training, advising, and providing professional and technical services to individuals, associations, and entities in India and abroad, particularly those who support or are working in the areas of social advancement and sustainable development. This position may also require service agreements, secondment agreements, between entities, etc.

**FUNCTION:**

The Project Officer - Livestock Technology and One Health shall lead the livestock component for PGPL and facilitate the well-being of all animals through the adoption of improved animal management, productivity practices and standards in all the states and assigned program areas to ensure animal health, animal husbandry and product quality assurance is achieved. He/she will be responsible for ensuring that participants in the project have knowledge and skills on how to maximize their animals' productivity and reduce the cost of production. He/she will be working in collaboration with project holders and will be responsible for capacity building, monitoring and reporting related to project activities in the area. The Project Officer – LTOH will work in close collaboration and coordination with the Sr. Project Manager to ensure successful, innovative, efficient, and effective functioning of all enterprise hubs in the program.

**RESPONSIBILITIES AND DELIVERABLES:**

**Promote scientific Goat/Backyard Poultry (BYP) practices of rural farmers for increase in income and nutrition of the family (50%)**

- Ensure quality and timely animal healthcare delivery (prevention and treatment).
- Ensure good husbandry practices (breeding, nutrition, housing, feeding, watering, waste management and other ecological production methods, etc.).
- Ensure quality management of small-scale backyard poultry (BYP) breeder units, hatcheries and brooding units for BYP business model development.
- Ensure regular supply of quality inputs.
- Ensure good quality output products.
- Develop training materials and conduct trainings for field workers/entrepreneurs – Para-vets, Master Trainers, Community Facilitators and other stakeholders.

- Develop creative and innovative models as per the field situation.
- Support in business and marketing activities of goat/poultry.
- Facilitate and engage Community Agro-Vet Entrepreneurs (CAVEs) as needed for project implementation.
- Organize trainings for CAVEs on goat and BYP rearing practices and strengthen their knowledge and skills.
- Meet the project targets timely in terms of scaling up production, targeted families, income increase and business goals.

#### **Monitoring, review and reporting of the program (20%)**

- Ensure timely submission of reports.
- Ensure that project holder NGOs meet PGPL's monitoring and evaluation requirements.
- Review project progress (physical and financial) with project holder staff on a monthly basis.
- Ensure that the activity-based reforecasting is prepared following the participatory method and with the engagement of other stakeholders (PMC, co-funding, etc.)
- Ensure the documentation and sharing of the best practices.
- Work in collaboration and consultation with the Regional Program Office (RPO) and Country Program Office (CPO) teams.

#### **Facilitate the well-being of all small ruminants through the adoption of improved animal management and productivity practices and standards in the program (15%)**

- Ensure quality and timely animal healthcare delivery (prevention and treatment).
- Ensure good husbandry practices (breeding, nutrition, feed and fodder management, housing, watering, and waste management and other ecological production methods, etc.).
- Ensure regular supply of quality inputs.
- Ensure good quality output products.
- Develop training materials and conduct trainings for field workers/entrepreneurs.
- Develop innovative models as per field situation.
- Support in Business and Marketing activities of small ruminants.

#### **Liaison, networking and resource mobilization to strengthen the program effectiveness (10%)**

- Share PGPL's model with stakeholders and build a fruitful relationship with them.
- Network and build relationships with relevant Government departments, CSR, Foundations, and other stakeholders and link project participants to their schemes.
- Promote cross-learning and exchange of knowledge.
- Support project holders in mobilization of the committed co-funding/Local Resource (LR) leverage.
- Organize and participate in donor visits.
- Participate in state-level events, workshops, and roundtables as required.

#### **May perform other job-specific duties as assigned (5%)**

#### **QUALIFICATIONS AND SKILLS:**

- A bachelor's degree in veterinary science or equivalent plus three (3) years of Poultry Management related experience is required.
- Master's degree in veterinary science with specialization in Livestock Production & Management or Poultry Science.
- Clear understanding of goat, BYP, vegetable, and Agri-Product value chains.
- Innovative, analytical, and solutions-oriented mindset.
- Knowledge of enterprise development and linkages to poverty alleviation.

#### **ESSENTIAL COMPETENCIES:**

- Excellent interpersonal skills with the ability to navigate challenging situations to achieve goals and deadlines.
- Demonstrate a high degree of honesty and integrity.
- Motivated to work responsibly with little supervision.
- Ability to meet and deal with others in a courteous and tactful manner.
- Ability to work with sensitive information and to always maintain confidentiality.
- Ability and willingness to work in a flexible schedule.
- Fluent in Hindi, English, and Local Language spoken as well as written.
- Must be having interest in animal/agriculture community development.
- Willingness and ability to travel locally and internationally.
- Knowledge of word processing, spreadsheets, PowerPoint, and electronic mail software (Microsoft preferred).
- Constant sitting, standing and walking, with occasional bending and lifting; may work at a computer for extended periods of time.

*Neena Joshi*

Neena Joshi (Nov 27, 2024 06:55 GMT+5.75)

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Neena Joshi, Sr. Vice President of Programs









# Project Officer-LTOH\_FINAL

Final Audit Report

2024-11-27

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