

- Position Title:** Gender Equality and Inclusion Officer (Bilingual English/French)  
**Position Term:** Contract - 12 month full-time (35h/week)  
**Position Location:** Farm Radio International, Ottawa office (remote for the time being)  
**Application deadline:** Until filled
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Farm Radio International is a Canadian non-profit organization dedicated exclusively to serving African rural communities through the innovative use of radio and mobile phones. Together with our broadcasting and project partners, we reach tens of millions of small-scale farmers with life-changing information and enable them to have a stronger voice in their own development. FRI is committed to Gender Equality and Inclusion, as we are well placed to facilitate ongoing dialogue to contribute to the transformation of harmful gender roles, norms and relations of power and the advancement of women's rights. We can also influence the extent to which rural radio programs enable women and gender diverse people, as well as men, to share and access information, gain and exchange practical knowledge on health, education, ICTs as well as agriculture, contribute to transforming communities and society, and have their voices amplified.

The Gender Equality and Inclusion (GEI) Officer is an integral part of the GEI team recently created, which also includes a Specialist, GEI as well as GEI champions across FRI's offices and various teams and departments, led by the Gender Equality Advisor. Working closely with project implementation teams, the GEI officer will 1) lead the development and implementation of project-specific GEI strategies for 3 to 4 key projects across Sub-Saharan Africa, 2) support FRI's program development efforts related to GEI, and contribute to the organizational growth in the area of GEI.

The Officer would report to both the Head of Project Implementation & Gender Equality Advisor (based in the Ottawa Office), and the Specialist, Gender Equality and Inclusion (based in the Ouagadougou Office). This position requires fluency in both French and English.

## **RESPONSIBILITIES:**

### **1) Lead on the development and implementation of FRI's projects gender equality strategies**

- Coordinate closely with Project Implementation Teams to ensure full integration of gender equality and inclusion throughout project planning and implementation of activities
- Lead, coordinate, support and/or conduct gender-based analyses, including developing appropriate data collection tools and methodology in collaboration with FRI's Knowledge Management Team, data analysis and report writing
- Develop and oversee the implementation of project-focused GEI strategies
- Advise on and review project design plans and documents, including key reports, from a gender equality and inclusion perspective and in collaboration with the Radio Craft team
- Assist project staff in integrating GEI into project management approaches
- Develop tools, frameworks and resources to enable better GEI integration in projects
- Work closely with the Project Managers, the Knowledge Management team (KMT) and technical staff to develop specific gender equality and inclusion indicators and targets
- Provide technical feedback on project reports to funders in order to ensure full compliance with FRI GEI policy and progress towards achieving integration of gender in projects

- Support the collection and documentation of lessons learnt and best practices related to GEI
- Facilitate the use of GEI data to promote evidence-based learning, reflection and decision making within the project

**2) Support the integration of FRI's gender equality vision into program development**

- Provide technical advice on how to integrate GEI principles into concept notes and project proposals
- Attend brainstorming sessions around new opportunities to explore the GEI vision for each new projects
- Contribute to various sections of proposals by including specific gender equality analysis/assessments
- Participate in networking and working relationships with different funders and other partner organizations focusing on GEI

**3) Contribute to the achievements FRI's Strategic Intention on gender equality and inclusion**

- Assist in providing technical support to the Gender Equality and Inclusion (GEI) Team, including the implementation of the GEI Team work plan
- Contribute to the implementation of annual work plan for the related strategic intention
- Design and deliver relevant training sessions for FRI staff, partner radio stations on gender equality & inclusion
- Providing inputs for communications collateral including briefs, reports, website posts/ blogs

**QUALIFICATIONS AND COMPETENCIES**

- Fluency in French and English required
- A minimum of a Bachelor's degree in gender equality, feminist studies, social studies or other relevant discipline; a Master's degree in a relevant field is an asset
- Minimum of 3 years' experience, preferably in the development sector (NGOs, CSO), in women's empowerment, and/or gender equality and/or social inclusion
- Experience working in sub-Saharan Africa
- Understanding of Canada's Feminist International Assistance Policy
- Proven ability to design gender transformative approaches and strategies for projects
- Demonstrated knowledge and skills in mainstreaming gender in program design, management/implementation, monitoring and evaluation
- Good experience in establishing gender-sensitive monitoring systems
- Good understanding and/or experience in social & behaviour change communication programming.
- Excellent communication and writing skills, including experience of working effectively across cultures and with diverse audiences
- Ability to work under pressure yet deliver multiple tasks on time with attention to detail and accuracy

**APPLICATIONS**



**If you are interested in applying for this position, please send your CV (in English or French) to [jobapps@farmradio.org](mailto:jobapps@farmradio.org)**

**Farm Radio is an affirmative action employer. Women, people of colour and members of equity-seeking communities are strongly encouraged to apply. We welcome and encourage applications from people with disabilities and accommodations are available on request for candidates taking part in all aspects of the selection process. No telephone calls please.**