



World Cocoa  
Foundation

**World Cocoa Foundation: Social Development  
Associate Consultant - Ghana**  
[www.worldcocoafoundation.org](http://www.worldcocoafoundation.org)

**General Description:**

The mission of the World Cocoa Foundation (WCF) is to catalyze public-private action to accelerate cocoa sustainability. WCF champions multi-stakeholder partnerships, aligned public and private investment, policy dialogue, and joint learning and knowledge sharing to achieve transformative change in the cocoa supply chain. WCF's members include cocoa and chocolate manufacturers, processors, supply chain managers, and other companies worldwide, representing more than 80 percent of the global cocoa market. WCF's programs benefit farmers and their communities in cocoa-growing regions of Africa, Southeast Asia, and the Americas. For more information, visit [www.worldcocoafoundation.org](http://www.worldcocoafoundation.org).

**Consultancy Summary:**

The Social Development Associate consultant will assist in WCF's efforts to implement the 2019 Community Development Acceleration work in Côte d'Ivoire. The consultant will provide direct technical assistance to Community Development guidance and follow up, as well as capacity building and mapping. The consultant will work with WCF companies bilaterally and collectively, as well as with other key stakeholders (COCOBOD, Governmental bodies, NGOs, development partners) to assist in ensuring that the best standards of practice in Community Development are available for WCF company members and in line with WCF overall strategy. The consultant will provide support in the monitoring of the Community Development Acceleration work and report to WCF on a quarterly basis.

**Consultancy Details:**

This position is based in Accra and will work with the Director of Social Development (Accra) and report to him. Applicants must be authorized to work in Ghana. This is a full-time consultancy with an immediate start date and will end December 31, 2019. Applications will be reviewed on a rolling basis.

**Qualifying Criteria:**

***Minimum Tangible Qualifications:***

- Minimum Master's Degree in International Development, Agricultural Economics, Agriculture or Social Science or any other relevant subject.
- 2 - 4 years of relevant experience in implementation of Community Development activities related to Community Mobilization and participatory approaches, Gender, Savings Groups, Child Labor, Education, Nutrition, etc.
- Experience in agricultural commodities development, preferably cocoa value-chain work.
- Significant experience working in Côte d'Ivoire, including collaborating with public and private sector partners and/or civil society organizations.
- Excellent pro-active communication skills, team player showing initiative.
- Strong organizational management skills, including the ability to work well under pressure with interruptions and challenging deadlines, ability to work in an international professional work environment with minimal support infrastructure.

Accra Office: Hse. No. 4, Blackberries Street, East Legon, PMB MD 217, Madina, Accra, Ghana. T + 233 302 542 187

Abidjan Office : Abidjan, Cocody Attoban, Rue J 153, Lot 23, Ilot 3215, Côte d'Ivoire. T +225 22 50 17 41

Washington Office: 1411 K Street, NW, Suite 500, Washington DC 20005. T +1 202 737 7870

- Strong writing, speaking and presentation skills in both English (fluent) and French (business proficiency if possible).
- Strong Microsoft Office and other computer skills; and,
- Ability to travel to Ghana.

### **Specific Responsibilities:**

#### ***Programmatic***

- Support guidance, technical assistance and provide follow up of WCF Social Development activities related to community inclusion and mobilization, Gender integration, Child Labor elimination, additional and enhanced income generation through VSLA, Education and Nutrition.
- Support internal capacity mapping and building in Community development matters, namely Community Needs Assessment (CNA) and Community Action Planning (CAP), Gender integration, VSLA, Child Labor Monitoring & Remediation Systems and Child Protection, access to and Quality of Education, Nutrition
- Ensure that sound working standards, approaches and tools deriving from shared learning are available and promoted.
- Develop and keep updated an easy to use external community development implementation capacity mapping out.

#### ***Administrative:***

- Track program budget under the direction of the Director of Social Development.
- Provide regular (monthly and quarterly) reports and weekly updates on the status of community Development Acceleration work, progress against workplan and key indicator tracking.
- Co-author periodic reports to headquarters.

#### ***Business Development:***

- Under guidance of WCF, Assist in new business development with in-country and international partners.

### **How to Apply:**

Candidates are requested to upload their cover letter describing their suitability and interest in this role and WCF and résumé to: <https://worldcocoa.egnyte.com/ul/bto69tzC15>

Please address the letter to “Hiring Manager” and include your name and the position in the title of the file.

Applications will be reviewed on a rolling basis until position is filled. No phone calls please. Only shortlisted candidates will be contacted.