



FAIRTRADE AUSTRALIA & NEW ZEALAND

POSITION DESCRIPTION

TITLE:	Alliance Officer
RESPONSIBLE TO:	Strategic Partnerships Manager
DURATION:	Two years with potential for continuation
HOURS:	40 per week
LOCATION:	The Pacific Islands Countries (Suva, Fiji)
REMUNERATION:	Based on experience of selected candidate

BACKGROUND AND INTRODUCTION

Based on internationally recognised standards for sustainability and trade, Fairtrade ensures the payment of a fair price for globally traded agricultural products, enabling farmers to provide for their families and invest in local community development. The international Fairtrade system is delivering benefits to 1.5 million small producers throughout the developing world.

Fairtrade Australia and New Zealand is a not for profit, non-governmental organisation that links disadvantaged producers in developing countries with businesses and consumers in the Australia and New Zealand, through increasing the market demand for Fairtrade certified products in both countries, and by supporting Fairtrade certified and applicant smallholder organisations in Papua New Guinea and the Pacific islands to link to global markets. Sales of Fairtrade certified products are growing at a rate of 14 percent per year in Australia and New Zealand with an increasing number of businesses signing up to use the Fairtrade Mark on their products. Fairtrade economic benefits to Pacific producers have increased a three-fold in average in the last 5 years.

To maximise benefits for smallholder producers in Papua New Guinea and the Pacific islands, Fairtrade ANZ wishes to increase its organisational capacity to support producer organisations' efforts on liaising and partnering with governmental and non-governmental development agencies and improve their access and benefits from international trade.

SCOPE OF ROLE

Based Fiji, provide remote support to the Strategic Partnership Manager to maintain existing relationships with strategic partners based in in Papua New Guinea, Timor-Leste and the Pacific Islands Countries; identify opportunities for new alliances with industry and sector organisations that support the economic and social development of Pacific smallholders, and develop strategies to foster a consistent and proactive framework for the development strategic partnerships in the region.

The Alliance Officer will support Fairtrade stakeholders in the Pacific to liaise with local and regional governments, key industry bodies, and development agencies and to increase awareness of Fairtrade in the region. Also, the Officer will provide advice to and liaise with smallholder farmer organisations to improve their understanding of the political environment that shapes trade in the region and influences their sector.

The role covers the following main areas:

1. Support the development of strategic partnerships to improve Pacific Fairtrade stakeholders' position in regional and international trade.
2. Facilitate liaison between smallholder farmer organisations, local and regional government, industry bodies and support organisations, with the objective of increasing collaboration and fostering economic benefits for smallholders.

ANTICIPATED TASKS

1. Support the development of communication and educational materials suitable for smallholder farmers, about international and regional trade agreements and Fairtrade in the Pacific region;
2. Roll out training within farming communities;
3. Liaise with local governments to increase awareness of Fairtrade as a tool for economic development and inclusion;
4. Support the development of donor funding proposals as outlined in the fundraising strategy or as considered relevant;
5. Support the development of strategic projects including, but not limited to, cross-cutting issues such as gender equality, climate change, child protection, and living wage against work plans and budgets;
6. Identify opportunities to participate in high level public and private sector events and key industry conferences and assess benefits of Fairtrade ANZ's participation;
7. Support the organisation of networking platform events for Fairtrade farmer organisations, local and regional governments and private sector members, where smallholders can voice their challenges, put solutions forward to address challenges, and create long-lasting networks to put solutions into practice.
8. Maintain Fairtrade ANZ's donors and partners database .

DELIVERABLES

1. Training material developed and farmers trained
2. A map of potential strategic partners developed
3. Linkages developed and strengthened between regional governments, industry bodies and development organisations and Pacific Fairtrade stakeholders
4. Increased number of strategic partnerships in the region
5. Improved visibility of Fairtrade as a tool for economic development in the region

REPORTING

An Alliance Officer's reports will include:

1. Monthly completed activities
2. As required, expense report and invoice for service provided
3. Other reporting tools as necessary

COMPETENCIES

A successful candidate will:

- Demonstrate commitment to Fairtrade's mission, vision and values;
- Display cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Have strong analytical skills applied to project support and review;
- Have the ability to organize work and collaborate effectively with a wide range of teams, and work with individuals of different national and cultural backgrounds;
- Demonstrate expertise and practical experience of working with governmental organisations;
- Demonstrate knowledge of Pacific Island cultures;
- Demonstrate expertise in training within a community context,
- Demonstrate excellent communication skills.

QUALIFICATIONS:

Education:

- Advanced university degree (Master's or equivalent) preferably in international development studies, management, economics or sustainable studies;

Work Experience:

- Minimum of 2 years of professional experience in stakeholder communication, liaising with a wide range of stakeholders, including, but not limited to, development agencies, governmental organisations and non-governmental organisations;
- Experience in the design and implementation of social and economic development projects targeting rural communities in Asia and Pacific regions;
- Sound knowledge of agricultural supply chain development;

- Proven experience in budget and financial management of projects;
- Experience in project management and risk assessment in an institutional context is an advantage.

Languages:

- Must have fluency in spoken and written English.
- Working knowledge of other languages relevant to the Fairtrade system is desirable.

To apply, please send a cover letter, CV and contact details of three references to info@fairtrade.org.nz