



JOB TITLE: CHIEF EXECUTIVE OFFICER

Job Description

About SAT:

Sustainable Agriculture Tanzania (SAT) is a non-governmental organization dedicated to transforming farming practices in Tanzania through sustainable and organic agriculture. Our mission is to empower farmers, conserve the environment, and ensure food security by promoting agroecological methods.

Position Overview:

The CEO is responsible for the overall strategic, operational, and financial management of the organization. The CEO will work closely with the Board, staff, partners, and stakeholders to advance SAT's mission and objectives.

Responsibilities

- **Strategic Leadership:** Develop and implement strategic plans that align with SAT's mission and goals. Collaborate with the Board to set long-term objectives and evaluate organizational performance.
- **Operational Management:** Oversee the daily operations of SAT, ensuring efficient and effective implementation of programs and services. Supervise senior management and support staff development.
- **Financial Oversight:** Manage the organization's financial health, including budgeting, financial reporting, and ensuring compliance with financial policies and regulations. Lead fundraising efforts to secure resources necessary for program sustainability and growth.
- **Stakeholder Engagement:** Build and maintain relationships with donors, partners, government agencies, and other stakeholders. Represent SAT in public forums, conferences, and meetings to enhance the organization's profile.
- **Governance:** Work with the Board to ensure good governance practices. Provide regular updates on organizational activities, financial status, and strategic initiatives.
- Builds a positive and productive culture in the workplace by listening to employee opinions, making adjustments, and recognizing the team's accomplishment.
- Performs other decisions as necessary, such as reviewing reports, making presentations to donors and the board, and examining how the organization can cut expenses as well as increase efficiency and transparency.
- Communicates a vision and culture for the organization and take steps to make it a reality.
- Communicates and presents the organization's progress to the Board and stakeholders.
- Keeps up with current trends in the NGO and modern business practices by reading periodicals and consulting with peers.
- Develops policies, and operating procedures to ensure efficient operation of the organization.
- Collaborates with the team to enable smooth implementation of projects.
- Develops and supervises internal control systems and processes in daily operational activities.
- Oversees and/or coordinates the collection, compilation, and analysis of reports from the departments.
- Ensures compliance with all legal and regulatory requirements.

- Any other relevant duties.

Skills and Qualifications

- Minimum of 15 years of progressive senior management experience in the nonprofit sector out of which a minimum of 5 years as CEO preferably within agricultural, environmental and rural development organizations.
- Proven experience in Development projects and overseeing diverse portfolio of donor funded projects.
- Proven experience in strategic planning, fundraising, program development and financial management.
- Strong leadership and interpersonal skills, with the ability to inspire and manage a diverse team.
- Builds a positive and productive culture in the workplace by listening to employee opinions, making adjustments, and recognizing the team's accomplishment.
- Excellent communication and interpersonal skills, with the ability to build strong relationships with diverse stakeholders.
- Demonstrated commitment to sustainable agriculture and environmental conservation.
- Strong analytical and problem-solving skills.
- Strong understanding of non-profit governance principles.

SAT is an equal opportunity employer and encourages all qualified candidates to apply, irrespective of gender, nationality, religious and ethnic backgrounds. In person applications or phone calls will lead to automatic disqualification. For **more information about SAT, visit our website:** www.kilimo.org

Applicants must apply online through <https://kilimo.org/> where more information is available on required documents and the process. Deadline will be 24th January 2025. Only shortlisted candidates will be contacted for interviews.

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