

## Invitation for Applications

<b>Country</b>	Somaliland
<b>Project Holder</b>	Ministry of Agriculture Development (MoAD)
<b>Project</b>	Climate Smart Agriculture Project
<b>Fund</b>	Somaliland Development Fund Phase 3
<b>IFA Title</b>	Project Administrator
<b>Duration</b>	12 months renewable contract based on performance
<b>Location</b>	Hargeisa with travel to project location in Sanaag region project locations
<b>IFA No.</b>	P103-023

The Somaliland Development Fund – Phase 3 (SDF3) covers the period 2025-2028, with the possibility of a two-year extension. SDF3 aims to strengthen the climate resilience of vulnerable communities in Somaliland while creating increased income and job opportunities, thereby helping to reduce poverty. SDF3’s ambitions are aligned with NDP3 and reflect the priorities set out in Somaliland Vision 2030. Funding for both phases was provided by the United Kingdom (UK), Denmark, the Netherlands, and Norway.

The SDF3 Joint Steering Committee has approved the Climate Smart Agriculture (CSA) Project in Sanaag, which aims to shift subsistence farming to resilient, inclusive, and market-oriented systems. Targeting 4,500 households in Erigavo and El-Afwein districts, the project will address climate and market challenges through climate-resilient infrastructure, drought-tolerant crops, good agricultural practices, integrated pest management, and solar-powered irrigation. Complementary actions will include capacity building, cooperative strengthening, and value chain development. Guided by a triple dividend approach, the project seeks to enhance climate resilience, raise farmers’ incomes, expand market share, and promote social inclusion for women, youth, and marginalized groups.

Following the approval of the project, the SDF intend to recruit a **Project Administrator** to join the Project Management Team (PMT), in accordance with the approved proposal and the SDF3 Operational Guidelines (September 2025). The PA will support the Project Management Team (PMT) in administration, finance, procurement, and transport management. The SDF Secretariat therefore invites qualified candidates to apply for this position.

### Required Qualifications, Skills and Experience

- Bachelor’s degree in finance management, Commerce, Procurement, or Business Administration.
- Minimum 5 years’ experience in administration with the UN, international NGOs, or development projects.
- Proven expertise in administration, finance, and procurement. Management of Security and transport logistics is desirable.
- Excellent spoken and written English.
- Strong interpersonal and diplomatic skills.
- Self-motivated, energetic, and able to work independently with a high sense of responsibility.

### How to apply

Interested candidates should send their application (cover letter and CV) to the Somaliland Development Fund Secretariat through e-mail [jobs@sdf-secretariat.org](mailto:jobs@sdf-secretariat.org). Candidates should indicate in their cover letter how they fit the criteria outlined in the advert. All applications must be received by **14 December 2025** at 1600hrs East African Standard Time. Applicants should clearly indicate the position

they are applying for in the email subject line. Full Job Description can be accessed on the SDF website through the link: <https://somalilanddevelopmentfund.org/opportunities>.

Any attempt by a candidate to influence the outcome of the recruitment process, whether directly or indirectly in a manner that could be interpreted as canvassing will result in automatic disqualification from consideration for this position.

**This role is open to Somaliland nationals only.**  
**Qualified female candidates are strongly encouraged to apply.**