



GREENING EARTH FOUNDATION
REGISTRATION NO: I-NGO/R/1994

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Job title: Project manager
Report to: Projects Director
Location: Igunga
Position type: full-time

Position Overview

We are looking for a qualified, skilled and intrinsic motivated project manager to lead our environment restoration and social economic development projects. The role aims at balancing between nature and community development. The incumbent will oversee all day-to-day field activities and will be responsible coordinators.

Area	Objectives	Measures
Promote ecological restoration	• Increase vegetative cover • Increase water infiltration • Increase bio diversity	• Reduced agent of erosion • Number of vegetation per unit area
Improve living conditions and health	• Improve family health • Reduce aberrant behaviour	• Reduce diseases causing agent • Increased social responsibility
Strengthen the local organization	• Increase social cohesion	• participation in social development
Improve family income	• Increase income per family significantly above poverty level.	• Average income per family per year • Sustaining of basic needs per family
Improve primary and secondary education	• Increased level of education • Awareness creation on environmental conservation	• Enrolment rate and dropout rate • Number of youths involved in environmental conservation

Key Responsibilities

Lead and facilitate partnership development between local stakeholders including village government and farmer groups with government agencies and private sectors to support the enhancement of local livelihoods.

- **Strategic planning:**
Defining project objectives, goals, and timelines, developing a comprehensive project plan, and aligning the project with the organization's strategic vision
- **Team leadership:**
Building and managing a diverse project team, assigning tasks, providing guidance, and fostering collaboration among team members

- **Stakeholder management:**
Establishing and maintaining positive relationships with key stakeholders including village and ward councils, districts department and other related
- **Risk management:**
Identifying potential risks, developing mitigation strategies, and proactively addressing issues that may impact project success.
- **Financial oversight:**
Managing project budget, tracking expenditures, and ensuring financial viability throughout the project lifecycle.
- **Performance monitoring:**
Regularly tracking project progress against the plan, identifying deviations, and taking corrective actions to stay on track.
- **Decision-making:**
Analysing complex situations, making informed decisions, and resolving conflicts that may arise during the project.

Specific Responsibilities.

- Responsible for the overall management and leadership of the project coordinators.
- Ultimately responsible for the results across the five areas of value creation.
- Overseeing all aspects including execution, development of coordinators, team leadership and achieving projects objectives
- Accountable for financial expenditure and to stay within the agreed total budget.
- Ensure the project is completed on time, within scope and on budget.
- Accountable for result reporting.
- Recruit field on behalf of the project director.
- Take full ownership and commitment for the selection and development of all coordinators
- Create a culture where people come up with innovations to create ecological, social, inspirational and economic value more efficiently and effectively.
- Maintain productive relationships with all staff, the village chiefs, village executive officers, the ward executive officers and the district executive officers
- Pave the road for area expansion if and when appropriate.
- Design the contests in detail including the specification of all innovations to be introduced in the villages.

Core Qualifications

Education:

- Advance diploma or Degree in Project management Agronomy, Ecology, Environmental science, Development economics, General Agriculture, Natural resource management and or related carriers.

Experience:

- 3+ years of Project Management experience in the environmental, conservation or rural development sector.

Technical Skills:

- Experience with budget tracking, grant reporting, and work plan development.

- Ability to measure community benefits like job creation and poverty reduction alongside environmental recovery

Soft skills:

- English and Swahili fluency, fluency in local language is an added advantage, Participatory facilitation and conflict resolution.
- Strong interpersonal skills with a proven ability to work respectfully across diverse, multicultural, and rural communities.

Care for the ecosystem

- Significant experience with community-led ecosystem regeneration in severely degraded lands.
- Relevant knowledge and experience in rural development (at least 2 years of experience) covering key areas of development: 1. Agricultural development 2. Managing cattle and 3. Improving housing and health related issues.

Curious and open-minded learning

- Open to innovations and finding new ways to get better results.
- Strong ability to share and develop new skills with others.
- University degree is a pre not a requirement.
- Proven hands-on experience and track record is a necessity. Preferably such experience is gained with Greening Africa.

Collaboration

- Able to build strong alliances with the village communities and local government authorities
- Able to build strong alliance with other NGOs, universities and others relevant third parties.
- Able to induce a mind-set shift away from exploitative practices degrading the earth towards practices that create ecological value as the basis for all value.

Resilience

- Able to foster a culture that instils self-determination (agency) and points away from any form of 'monetary compensation induced' change.

NB Interested candidate should share their updated profile not more than four pages in PDF form expressing why this position fit for you to before closure of bussiness on 31 August 2026

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Call: +255(0)694 631 729 for more information