**Position Title:** Permaculture Development Assistant

**Duty Station:** Kuruwitu Office

**Day to Day Supervised by:** Permaculture Outreach Officer

**Answerable to:** Project Manager

**Supervises:** Demo farm Gardener

**Purpose/Objective**

a. To assess community needs in backyard permaculture and provide training and advice in adoption of Climate-Smart Permaculture technology in line with OA strategic goals.

**Terms of Reference**

1. Focal Point person for liaison with the community, understand their needs and challenges and work with community to build capacity to strengthen their backyard Climate-Smart Permaculture practices
2. Organize community outreach and educational events
3. Maintain a database, and monitoring and evaluation records of all community engagements producing regular reports
4. Help in the consolidation and recording of community success stories
5. Manage the nursery, seedlings and keep an up to-date database record of plantings.
6. Create weekly reports on the demo, and send it to the Program Manager
7. Assist in manual labour in preparation of demo farm beds, deweeding, watering, etc.
8. Overseeing demo farm garderner deliver performance as per work plan.
9. Devising strategies for harvesting and fresh sales

**Authority:**

1. Represent OA in community liaison, but no authority to make decisions or OA commitments without permission from POO and Project Manager