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SMART VILLAGE FOUNDATION (SMART) is an independent, non-governmental and non-political organization registered under the NGO Act No. 24/2002. Headquartered in Kigoma Ujiji Municipal, to support smallholder farmers in rural Tanzania. SMART promotes farming as a business by enabling farmers to benefit from opportunities created by improved extension services, market access, and agro-industrial investment. The organization mobilizes communities, organizes farmers into groups and cooperatives, and strengthens theircapacity in entrepreneurship, technical farming skills, leadership, and governance. It also facilitates linkagesto microfinance institutions, input suppliers, and markets to increase farmers' income, employment opportunities. Our mission is to empower rural communities in Tanzania (smallholder and medium farmers) through sustainable agriculture for enhanced livelihoods, economic growth, climate change mitigation and adaptation, and improved food security."

SMART in partnership with Agricultural Council of Tanzania (ACT) with fund from AGRA implementing a two years project titled ''Youth Entrepreneurship for the Future of Food and Agriculture (YEFFA) as extension period, through Promoting market-driven agribusinesses for sustainable work opportunities for youth in Kigoma, Kagera and Tabora regions Tanzania, "The general objective of the project is empower young valuechain actors, including farmers, through work-enabling outreach interventions, and create work opportunities for financially disadvantaged youth and young women.

OPEN VACANCIES

1. FIELD OFFICER - TABORA REGION

Title: Project Field Officers (1 Positions-Basing in Tabora)
To achieve the expected outcomes of the YEFFA project, SMART is seeking experienced and motivated Field Officers to join our team. These officers will work directly with communities in Tabora, Kigoma and Kagera regions, supporting youth and young women in sustainable maize and rice production and marketing. The ideal candidates should have strong fieldwork experience, excellent community engagement skills, and a passion for agricultural development. Field Officer will report to the Project Manager and play a crucial role in achieving the project's goals.

- Contract Type: Full-time (100%) minimum 1 years
- Place of Assignment: Tabora, Kigoma and Kagera regions, districts and wards
- Start of Contract: December , 2026

Duties and responsibilities

- Directly engage with local farmers to support and guide them in adopting sustainable andresilient maize and rice farming practices. This includes providing extension services, soil fertility management, and facilitating the distribution of inputs.
- Recruit and train youth and women in modern agricultural techniques, including the use of mechanized equipment and Post-Harvest Handling Management. Ensure that the training cascades effectively to farmers through VBAs and other local representatives.
- Assist in establishing and strengthening structured markets for maize and rice. Work with anchor firms to ensure that production aligns with market demands and facilitate linkages between farmers and markets.
- Support the development and strengthening of agro-dealer networks, including hub and retail agro-dealers. Facilitate linkages between agro-dealers and input companies to improve access to quality inputs for farmers.
- Attention to detail and a commitment to delivering high-quality work.
- Regularly monitor project activities and outcomes to ensure they align with the project's objectives. Prepare and submit timely reports on field activities, challenges, and progress.
- Engage with farmer groups, cooperatives, and community organizations to promote project activities and encourage participation. Address any community concerns and feedback to enhance project implementation.
- Identify and report any risks or challenges affecting project activities. Provide recommendations for mitigating these risks and resolving issues that may impact the project's success.
- Work closely with local government authorities, extension services, and other stakeholders to ensure effective project coordination and support. Leverage government structures to enhance project impact.
- Document successful practices, lessons learned, and impact stories from the field. Share this information with the project team and stakeholders to facilitate learning and improvements.

Required Qualifications

- A Bachelor's degree in Agricultural Extension, Agricultural genera, Agricultural economics and agribusiness, Agricultural education, Agriculture general, Agronomy, Crop Science or a related field.
- Required Knowledge, Skills and competencies
- Minimum of 3 yrs of experience in field work, preferably in agriculture, rural development, or food security projects.
- Ability to train and mentor farmers, particularly youth and women, in modern agricultural techniques and technologies.
- Deep understanding of maize and rice cultivation techniques, including soil management, pest control, and crop rotation.
- Knowledge of sustainable and resilient farming practices and technolog
- Awareness of market trends & dynamics related to maize & rice, including supply chain logistics and market linkages.
- Familiarity with extension services and their role in transferring agricultural knowledge to farmers.
- Strong practical skills in implementing agricultural practices, managing demonstration plots, and facilitating FFD.
- Proficiency in engaging with local communities, including organizing and leading training sessions, workshops, and field activities.
- Competence in documenting activities, preparing reports, and providing regular updates on project progress and outcomes.
- Ability to manage project activities, coordinate with stakeholders, and ensure alignment with project goals and outputs.
- Strong verbal and written communication skills to effectively convey information and engage with farmers, partners , and another stokehold
- Capacity to work collaboratively with other field officers, project managers, and local partners to achieve project objectives.
- Flexibility to adapt to changing conditions and project needs, *i.e* responding to unforeseen challenges and opportunities.
- Awareness of and sensitivity to local cultural practices and social dynamics in Tabora, Kigoma and Kagera regions
- Experience with digital data collection tools and mobile platforms is a plus.

2. ACCOUNTANT - HEAD OFFICE

Title: Accountant

To support in all financial management, administration, grants management and other operational functions of the project. Provide support in area of financial management, accounting and record keeping within the project and ensuring that all functions under the implementing partners are conducted in an effective and efficient manner and in compliance with YEFFA project and SMART policies, procedures and regulations.

- Contract Type: Full-time (100%) minimum 1 years
- Place of Assignment: Kigoma.
- Start of Contract: December , 2026

Duties and responsibilities

- Develop and maintain the organization's budget, including forecasting and variance analysis.
- Prepare monthly, quarterly, and annual financial statements and reports.
- Oversee day-to-day accounting functions, including accounts payable and accounts receivables.
- Ensure compliance with local laws, regulations, and donor requirements.
- Manage internal and external audits and prepare the necessary documentation for auditors.
- Ensure accurate and timely filing of all financial reports and tax returns.
- Perform reconciliation with respect to bank statements, accounts, and grant-related transactions to ensure
  the accuracy and completeness of financial records.
- Manage the organization's cash flow to ensure adequate liquidity for operations.
- Identify financial risks and develop strategies to mitigate them.
- Ensure timely process and payment to all statutory payments as per laws of Organization policies and procedures.

Required Qualifications

1. Bachelor degree or deploma in accountancy of financial managemen
2. Experience and knowledge of nonprofit financial management, accounting principles, regulations, and best practices minimum 3 years of experience, with grants management and donor reporting is highly desirable. CPA is an added advantage.
3. Ability to effectively prioritize and execute tasks in a high demanding environment Awareness with the MS Excel, MS word, Access, power point and relevant Accounting software.
4. High proficiency on both oral and written English and Kiswahili
5. Good analytical, numerical and problem-solving skills.
6. Good report writing and documentation skills.
7. Familiar with Non - Government Organization (NGO's) is highly desirable.
8. Ability to manage tight deadlines and deliver high volume of work with minimal supervision. For interested candidates: Apply now

HOW TO APPLY

Send your CV and applictaion to:

info@smart.or.tz, cc; adinaniligallama@gmail.com

Deadline: 24 November 2026

visit: www.smart.or.tz