



Kokonas Industri Koporesen Position Description

Position Title	:	Senior Coconut Development Officer
Position Number	:	KIKIS.19
Division	:	Industry Services
Reports To	:	Manager Industry Capacity Building
Status	:	Permanent
Location	:	Buka - AROB

1. Purpose

Senior Coconut Development Officer is to facilitate for all coconut extension and development work, program and or activities within the region.

2. Essential Duties

- (a) Managers all Coconut Development Officers (CDOs) within the specified region.
- (b) Managers work programs at regional level.
- (c) Facilitates and establishes organized farmer groups for easy delivery of information and technology.
- (d) Mobilises farmers into co-operatives or production units that would allow for mobilizing or pooling of resources.
- (e) Facilitates and stimulates linkages between farmer groups and or cooperative groups with value adders.
- (f) Researches and gives awareness of potential on coconut growing areas.
- (g) Develops coconut replanting programs in partnership with private sectors.
- (h) Facilitates the establishment of Regional Coconut Resource Centres.
- (i) Facilitates training and awareness on product diversification and process technologies application.
- (j) Develops and promotes new HVCPs to increase farm level income.
- (k) Develops production skills of HVCP for smallholder farmers.
- (l) Facilitates skills training (smallholder farmers/processors) on process technology application.

- (m) Maintains Regional Coconut Resource Centres as one stop educational and information centre at the three coconut growing areas.
- (n) Other duties as assigned by the Manager Industry Capacity Building from time to time.

3. Supervisory Responsibilities

This position supervises CDO's within the designated region.

4. Knowledge, Skills and Experience

Normally a bachelor's degree in either Agriculture or its equivalent from a recognized college or university. Should have at least six years related work experience in the coconut industry or a related commodity industry. Should understand the major coconut research, development and extension issues confronting the coconut industry in PNG.

In addition, the following are also essential for the position:

- (a) Experience in using MS Office especially Microsoft Excel and Access programs.
- (b) Good written and verbal skills.
- (c) Ability to define problems, collect data, establish facts, and draw valid conclusions.

Approved By Board	: KIK Approval Date : / /
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