



Vacancy Details

Urban Farmer offers an opportunity to be part of something meaningful.

About Urban Farmer (Pty) Ltd

Urban Farmer is a company focused on enabling competitive poultry and livestock production in Africa through the supply of world-class products and services. Its vision is to empower farmers to produce affordable, safe, and high-quality animal protein in Africa, for Africa.

Urban Farmer is an exciting and growing company. It works with a wide range of customers throughout sub-Saharan Africa, including small-holder farmers and large integrations. It enjoys excellent working relationships with many of the world's leading animal nutrition and health companies.

Urban Farmer is located in South Africa with partner businesses in Zambia, Kenya, Nigeria, Uganda, Ghana, and Zimbabwe. It employs 28 staff across its sales and marketing, technical, finance, and operations divisions.

U-MIX

U-MIX is Urban Farmer's digitally supported "mini" macro solution (feed additive) aimed at enabling small-holder farmers to utilise their surplus crops to produce poultry and livestock feed and subsequently animal protein in the form of eggs and meat.

The U-MIX premix is retailed through agrovets with an emphasis on the training and development of small-holder farmers. U-MIX utilises a digital platform to gather transactional and demographic information on its customers and enhance its service and product offerings.

The goal is to introduce U-MIX throughout Sub-Saharan Africa and grow the customer base to 20,000 small-holder farmers consuming 80,000 units of U-MIX per month (equivalent of 8,000 tons of complete feed) within 5 years.

Proudly Poultry

Proudly Poultry is a campaign that is a joint effort between Urban Farmer and Deltamune, a South African vaccine manufacturing company. This project provides training for smallholder poultry farmers in several African countries. The project is about to embark on Phase II, where 4,300 farmers will be trained over 18 months. This position is aimed at assisting with the marketing, training, reporting, and administrative duties related to this project.



PROJECT ADMINISTRATOR - INTERN

Job title: Project Administrator - Intern
Reports to: U-MIX Project Coordinator
Preferred start date: 1 August 2024 (12-month contract)
Location: Kempton Park, South Africa *(moving offices in the next few months towards Pretoria along the R21 road, but no further than Olifantsfontein)*

Duties and responsibilities

The intern will be responsible for supporting Urban Farmer, and its role in the Proudly Poultry campaign.

Roles and Responsibilities:

- Data capture and database management for farmers
- Creation of marketing and training materials
- Communicating with farmers on various platforms
- Assisting with administrative duties
- Writing consolidated reports from data gathered during training programs
- Corresponding and coordinating a team of 25 trainers across 4 countries
- Assisting with facilitation and logistics at live training events within Sub-Saharan Africa
- Might have to travel to Sub-Saharan African countries from time to time

The intern is required to work with all divisions within Urban Farmer related to the campaign, including sales, technical, finance, marketing, and operations.

The intern will be expected to perform administrative duties such as coordinating meetings, making travel arrangements, and organising weekly/monthly reports to present to management.

“Complexity” of the position

The intern is expected to engage with a wide range of stakeholders requiring a “team- player” with a high emotional quotient and good communication skills.

The intern is expected to have a good understanding of poultry and livestock production. The intern needs to be energetic, and self-disciplined, with strong organisational skills and a passion for excellence in pursuit of developing small-holder farmers.

The project coordinator must be able and have the desire to travel domestically and regionally (sub-Saharan Africa).



Knowledge and educational level

- A tertiary qualification (degree/diploma) in animal science
- Excellent command of English (spoken and written)
- High level of computer literacy
- High proficiency in Microsoft Excel is a requirement
- Proficiency in Canva will be an advantage

Remuneration

Basic monthly salary:	Negotiable based on experience
Medical aid:	No (the employee is required to be on a medical aid scheme)
Pension / RA:	No
Other benefits:	Laptop provided

Get in touch:

Please send applications (cover letter and CV) to michelle.marais@urban-farmer.co.za. Successful applicants will be contacted via email and potentially be invited for an interview to meet our team and discuss the position further.

Application deadline: 7 June 2024