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## Vacancy: Technical Officer – Capacity Building and Outreach Program (x1)

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The Namibia Biomass Industry Group (N-BiG) is a leading a Section 21 not for profit organization, with a dedication to advancing Namibia's bush-biomass sector, N-BiG represents a diverse network of members and stakeholders in the public/private sector including academic institutions engaged in the bush biomass sector in Namibia and beyond. Through innovation and technological development, N-BiG provides technical expertise across various biomass value chains, this includes support in the implementation of bush control and biomass utilization projects, explores market opportunities for bush-based products, and promotes industry diversification. Its capacity building and outreach advisory service plays a pivotal role in strengthening capacities of both members, SMEs, Namibian youth and farming communities in sustainable bush control and biomass production. Learn more about N-BiG at <https://www.n-big.org/> [N-BiG's website](#). As part of the Environmental and Social Support Project to the Otjikoto Biomass Power Plant (ESS-OBPS) funded by Mitigation Action Facility (MAF) and French Global Environmental Facility – Fonds Français pour l'Environnement (FFEM ) through the the French Development Agency (Agence Française de Développement) (AFD), N-BiG was recently awarded a grant to implement a capacity building ,advisory and technical training support programs focused on technical support to biomass harvesters/fuel suppliers, landowners, farmers, communities, and SMEs to enhance knowledge on sustainable land management and biomass production, the technical support activities seeks to contribute in ensuring long-term rangeland restoration and sustainable feedstock supply to the NamPower OBPS plant.

To support the project, N-BiG is seeking a full-time Technical Officer to assist with field activities. The position is offered as a four (4)-year contract, with the possibility of renewal. Currently, the position is to be based in Windhoek, but the role will require frequent field travel and possible flexibility to relocate to project area of Tsumeb if need arise.

**Position Summary:** Reporting to the Operations Manager, the Technical Officer will provide essential support to the Capacity Building and Outreach Program within the Bush Biomass Project at the Namibia Biomass Industry Group. The role will focus on assisting with technical tasks, managing outreach activities, and supporting efforts to build the fuel suppliers, landowners and local community's knowledge and skills related to sustainable bush thinning biomass production. The officer will work closely with the project team to facilitate knowledge transfer, deliver training programs, and engage stakeholders to promote sustainable biomass practices in the project area and industry at large.

### Key Performance Areas:

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#### 1. Technical Support & Capacity Building:

- Assist in organizing and delivering training programs for local communities, businesses, and stakeholders on biomass technology, sustainability, and production.
- Provide technical support for the development of training materials and manuals.
- Support the creation of educational tools such as presentations, workshops, and resource guides for capacity building efforts.
- Help implement knowledge transfer initiatives focused on bush biomass harvesting, processing, and production.

#### 2. Outreach and Stakeholder Engagement:

- Support the outreach program to increase awareness about the social, environmental and economic benefits of biomass project.
- Coordinate and participate in workshops, field visits, and events aimed at community engagement.

- Assist in developing relationships with local stakeholders, including government agencies, NGOs, private sector organizations, and community leaders.
  - Maintain records and documentation of outreach activities, training sessions, and feedback from participants.
3. **Monitoring and Reporting:**
- Assist with the monitoring and evaluation of the effectiveness of capacity-building initiatives.
  - Prepare regular reports on the progress of training activities and outreach efforts.
  - Analyse and report on feedback to help refine and improve future capacity-building strategies.
4. **Collaboration and Teamwork:**
- Collaborate with other team members, including senior technical staff and project managers, to support the smooth implementation of the biomass project.
  - Participate in team meetings, brainstorming sessions, and project planning activities.
  - Stay informed on best practices and technological advancements related to biomass utilization.
5. **Field Support:**
- Assist with field-based activities related to bush biomass harvesting, processing, and project implementation.
  - Ensure good data collection and documentation during fieldwork and outreach activities.
  - Perform any other duties as assigned by the superior

#### **Requirements:**

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1. Degree in Natural Resource Management, Agricultural Engineering, Environmental Science or a related field
2. Honours Degree will be an advantage
3. Minimum of 3 years' technical experience
4. Knowledge of the Namibian bush biomass industry
5. Basic knowledge of biomass harvesting, processing, and conversion technologies and business operations.
6. Proficiency in MS Office Suite (Word, Excel, PowerPoint) and other relevant software for project management and documentation
7. A valid Driver's License is a must.
8. Fluency in English but other local languages will be an advantage.
9. Experience working in remote areas and also with/in rural communities.
10. Excellent communication, interpersonal and cultural sensitivity abilities.
11. Flexibility and ability to travel out of town to remote communities for research and training.

#### **Competencies**

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- Good organizational skills and ability to handle tasks in an effective, efficient and timely manner.
- Proactive and eager to learn about new technologies and sustainable practices
- Ability to work independently and as part of a team.
- Ability to interact professionally and courteously
- Ability to write in a clear and concise manner
- Excellent communication in English (both written and verbal) and interpersonal abilities, enabling effective engagement with diverse stakeholders.
- Ability to work under pressure in challenging field conditions.
- Strong organizational and planning skills, with the ability to multitask efficiently.
- High level of professional reliability and Trustworthy with a commitment to delivering high-quality work.

#### **Application & Deadline**

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The detailed job descriptions can be downloaded under “Vacancies” from the N-BiG website: [www.n-big.org.na](http://www.n-big.org.na). Interested candidates should submit a cover letter outlining their experience and interest in the position, CV, and certified qualifications by email to [f.andreas@n-big.org](mailto:f.andreas@n-big.org) with email subject line: “Technical Officer” by or before close of business **Wednesday, 28 January 2026**.