



Engagement Officer

for **ARK**, award-winning social innovator

full-time, permanent; based remotely

We're looking for a **#badass** who loves to engage with communities, **uncover their deepest aspirations**, and guide them towards making it happen. You thrive on **unlocking the innate strength** of local leaders, equipping them with the tools and confidence to **solve challenges from within**.

ARK Solves is a social impact innovator that **co-invests with rural communities** in the developing world who want to be food secure and self-sustaining in just 16 weeks. ARK solves hunger, transforms food systems, and builds climate resilient communities. We have the **only sustainable food security solution** out there. Over the past 4 years, we've proven that **our behavior change model works**. Check out our [impact reports](#) and [hear from our partners](#).

Now, we need someone eager to share our Feed Back solution across the Philippines and the Global South, and **transform a million lives in the next 2 years**.

As ARK's Engagement Officer, you will:

- On a day-to-day basis, manage and guide several communities across executing the flagship program, guiding them across the program workflow towards target goals and performance, ensuring adherence to milestones and program deliverables
- Directly supervise field-based officers and lead a community-based program team and volunteers to help execute on the program, resolve issues and conflicts, communicate on the ground, as well as secure insights and feedback from the community
- Spearhead week-to-week update reports and documentation across the managed communities; alongside the program operations team, help secure field data and stories, contribute to impact analysis and program content, provide insights and feedback, and as-needed, present results to external stakeholders
- Build and maintain strong relationships with both barangay and LGU leaders; identifying their personal goals and motivations, addressing conflicts as-needed. This includes setting regular coordination calls and meetings, and securing commitment towards the program, including formal agreements, budgets, resource deployment, program progress reports, critical updates weekly
- Alongside the program operations team, manage program budget and ensure integrity of accounting and cash flows.
- Occasionally travel to communities in rural and remote areas to lead program events, training, and other ad-hoc visits that tackle specific challenges.
- As-needed, support marketing and development work and other special projects; represent ARK in meetings, conferences, workshops, etc.



You are fit for this role if you

- are a go-getter, independent, and a problem solver. You get things done, no matter what.
- value curiosity, respect, and fun. You love getting to know people and working in a team.
- want to be passionate about the impact and this line of work.
- have around **6 to 10+ years of relevant experience, any industry**; must be super awesome if less--what we value is having demonstrated the clear ability to: manage end-to-end projects and timelines; write concisely and clearly; manage, engage and build relationships with people

Bonus points if you

- know your way around or have experience with local government, especially on budgeting, organizational structures & policies, and setting up partnerships with agencies & municipalities
- are fluent in Bisaya or other languages; better-than-okay Tagalog

Want in?

Email us at join@arksolves.org

Subject: "I want to join the badass team"; we prioritize who emails first! Our candidacy process includes the opportunity to join ARK for a week or two, and see if it's a fit for you! Career-shifts are welcome!

Tell us about yourself.

On your email please include your:

1. resume
2. letter – that sheds light on:
 - a. What aspect of ARK or the programs do you really like?
 - b. What of your talent and experience do you want to contribute?
 - c. If you were to tell rural communities about ARK, how would you describe it?
 - d. What do you want to learn, gain or achieve in your tenure with us?
 - e. How will working with ARK bring you closer to your dream or help you in your next venture say in 2 years or 5 years time?
 - f. What failure in your personal or professional life that you experienced do you still think of until today? What lessons did you learn and how did you get up from your stumble?
 - g. What are 3 things that your friends love about you? What do they all wish you would grow into?
 - h. the blanks (please fill in):
 - i. My heart skips and sings when "_____".
 - ii. When the going gets tough, I "_____".
 - iii. I need _____ first thing in the morning, no matter what.
 - i. Your earliest availability for an interview and a start date
3. Portfolio of work or narrative of the impact that you have made, cannot forget, and want to share