



# Smallholder Agribusiness and Resilience Project (SARP)

Ministry of Agriculture, Livestock, Lands and Irrigation



## Vacancies

The Smallholder Agribusiness and Resilience Project (SARP), a project jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka, aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala. The lead programme agency is the Ministry of Agriculture, Livestock, Lands and Irrigation, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs the implementation of SARP. Total project finance value is USD 59.57 Mn.

Applications are invited from citizens of Sri Lanka for the below mentioned positions of for Project Management Unit at Battaramulla and Hub offices (Nikaweratiya and Medawachchiya).

1. **Rural Finance Specialist (Category C) - 01 Position at PMU**
2. **Nutrition Specialist (Category C) - 01 Position at PMU**
3. **Area Coordinator (Category C) - 02 Positions at HUBS (Nikaweratiya & Medawachchiya)**
4. **Accountant (Category D1) – 02 Positions at PMU & Medawachchiya HUB**
5. **Internal Auditor (Category D1) – 01 Position at PMU**
6. **Communication and Knowledge Management Officer – 01 Position at PMU**
7. **Consultant – Youth (Consultancy Basis) – 01 Position at PMU**

**Salary Scale:** Based on the Management Services Circular 02/2026.

**General Conditions are applicable to the Above - Mentioned Positions.**

**All the Qualifications should be in the relevant field of the positions.**

All applicants are requested to forward their applications along with a Curriculum Vitae, including details of two non-related referees, and copies of all relevant certificates. Applicants who are currently employed in the Government or Semi-Government sector should forward their Curriculum Vitae, including details of two non-related referees and copies of all relevant certificates, through the Head of their institution. All applications should be sent by registered post to the address given below on or before 20<sup>th</sup> April 2026.

Please visit [www.sarp.lk](http://www.sarp.lk) for more details about the required qualifications, experience, and as well as the TOR and application procedure.

**Project Director,  
Smallholder Agribusiness and Resilience Project,  
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

05<sup>th</sup> April 2026



**Recruitment of**  
**Communication & Knowledge Management Officer (Category D)**  
**Smallholder Agribusiness and Resilience Project (SARP)**  
**Ministry of Agriculture, Lands, Livestock and Irrigation**

The Smallholder Agribusiness and Resilience Project (SARP) implemented by the Ministry of Agriculture, Livestock, Lands and Irrigation and jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka is for a period of 6 years (2021 to 2027). This Project (SARP), aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for the implementation. Total project finance value is USD 59.57 Mn.

**Applications are invited from qualified Sri Lanka Citizens to recruit Communication and Knowledge Management Officer (Category D) and as per Management Service Department (MSD) Circular Number 02/2026 and Government recruitment procedures for the IFAD funded Smallholder Agribusiness and Resilience Project (SARP).**

The applicant should possess the following qualification and experience given in the Management Service Department (MSD) Circular Number 02/2026 dated 28<sup>th</sup> March 2026.

**1. Communication and Knowledge Management Officer (Category D) - Project Management Unit**

**Qualifications and experience:**

Based on the Management Services Circular 02/2026

**A Brief Job Description:**

The Communication & Knowledge Management Officer will work under the direct supervision of the Monitoring & Evaluation Specialist, Deputy Project Director and Project Director and in close collaboration with staff in the Project Management Unit (PMU), the Communication and Knowledge Management (Comm and KM) Officer is responsible for designing and implementing the overall communications and knowledge management strategy of the project. The Comm and KM Officer will deliver the strategy in a professional manner, in accordance with the project documents, guidelines and agreements made between the project financiers and stakeholders.

The Comm and KM Officer will ensure the effective and timely implementation of the strategy, delivery of quality outputs, and achieve outcomes with maximum impact to project beneficiaries.

## **General Conditions:**

- Age Limit – Below Sixty-four (64) years on the closing date of application.
- All appointments will be initially for a period of one year and extension of services will be based on successful performance.
- Employees are required to travel to project sites depending on the need.
- Working experience in the foreign funded projects in Sri Lanka is preferable
- Proficiency in English, Computer Literacy and familiarity with government rules and regulations.
- Salary for each position will be based on the Management Services Circular No. 02/2026 dated 28<sup>th</sup> March 2026.
- Short listed applicants based on qualifications and experience will be called for the interview.

## **Location:**

Project Management Unit is located in Battaramulla and the Hub offices are located in Nikawaratiya and Madawachchiya. However, traveling to project locations are involved frequently.

## **APPLICATIONS:**

All applicants are requested to forward their applications together with Curriculum Vitae with two non-related referees and copies of all the certificates attached, under registered post to the address given below on or before **20<sup>th</sup> April 2026**.

- Applicants currently in government/ semi government services should forward their applications through their respective Head of Departments.
- Applied post should be clearly stated **on the top left – hand corner** of the envelope containing the application.
- The decision of the Secretary, Ministry of Agriculture, Livestock, Lands and Irrigations is final and conclusive on the above recruitments.

## **Address for Applications**

**Project Director,  
Smallholder Agribusiness and Resilience Project,  
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

For more information, please visit [www.sarp.lk. \(https://sarp.lk/vacancies\)](https://sarp.lk/vacancies)

**Project Director  
Smallholder Agribusiness and Resilience Project  
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.  
email: [procurementsarp@gmail.com](mailto:procurementsarp@gmail.com) Phone: 0112770998**

**05<sup>th</sup> April 2026**

**Terms of Reference (TOR)**  
**Communication and Knowledge Management Officer (Category D)**  
**Project Management Unit**

**Background**

The Smallholder Agribusiness and Resilience Project (SARP) is co-funded by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka. It aims to contribute to reduce poverty among small-scale farmers and increase food security and nutrition in dry zones by building resilience and enabling rural households to access markets in geographies affected by climate change. The project is focused in select hotspots in Vauniya, Mannar, Puttlam, Kurunegala and Mathale districts aligned across the Deduru oya, Mee oya and Malwathu Oya river basins. The Total Project Finance Value is USD 59.57 Mn.

**Scope of work:**

Under the broad guidance and direct supervision of the Project Director, Deputy Project Director and in close collaboration with staff in the Project Management Unit (PMU), the Communication and Knowledge Management (Comm and KM) Officer is responsible for designing and implementing the overall communications and knowledge management strategy of the project. The Comm and KM Officer will deliver the strategy in a professional manner, in accordance with the project documents, guidelines and agreements made between the project financiers and stakeholders.

The Comm and KM Officer will ensure the effective and timely implementation of the strategy, delivery of quality outputs, and achieve outcomes with maximum impact to project beneficiaries.

Specific duties of the incumbent will include but are not limited to the following:

- Design, implement and monitor a communications and KM strategy for SARP in consultation with the Project Director, relevant PMU staff and the relevant IFAD officials
- Improving visibility and branding of SARP
- Ensure brand visibility and integrity of financiers in SARP communications
- Ensure alignment with IFAD best practices and guidelines on communications and KM in all project communications activities
- Maintain and manage SARP's social media pages and website with timely updates with relevant content, ensuring digital presence and visibility
- Support the PD and PMU technical specialists in building the SARP website
- Bringing in innovative best practices for the effective dissemination of information for awareness and visibility purposes
- Provide content to the IFAD country team for developing subject matter reports, blogs, web stories, case studies, etc. as needed
- Advise and support the PMU in preparing policy documents as needed and relevant

- *Advocacy and awareness:*
  - She/he will work closely with the stakeholders, beneficiaries to ensure that relevant programme materials such as human interest stories, proposals, factsheets, infographics etc. are developed and disseminated to target groups through relevant media and network channels.
- *Media Relations:*
  - Develop and maintain contact information, materials and relationships with journalists and media outlets (print, TV, radio, web etc.) within and outside Sri Lanka to increase coverage of project in the media (print, broadcast and digital). Specific activities may include:
    - Collaborate with the media by organizing project site visits, facilitate photo coverage and TV footage and utilizing both web-based and traditional media as appropriate;
    - Day-to-day updates and maintenance of SARP website and social media sites (Facebook, Twitter and YouTube) such as daily monitoring, posting and content development.
- *Knowledge Management:*
  - Prepare knowledge products and policy material in collaboration and with advice from the PD and technical specialists.
- *SARP Brand and Communications:*
  - Ensure timely and quality production of advocacy and branding materials such as periodicals, annual and donor reports, supplements, calendars, briefing notes, human interest stories, picture stories, videos, etc. and develop an archive.
- *Events/campaigns:*
  - Support organization of workshops, seminars, campaigns, events and project review meetings.
  - Support with Monitoring and Evaluation measures on communications related deliverables.
- Any other duties assigned by the Project Director and Deputy Project Director.

### **Qualifications/Experience Required:**

1. A successfully completed Bachelor's Degree preferably in Communication, Mass Media, Information and Communication Technology (ICT), Computer Engineering or any other degree relevant to the field which is recognized by the University Grants Commission of Sri Lanka.

#### **And**

A Post Graduate Degree (Masters) Qualification in the relevant field/ A similar professional qualification obtained from a recognized professional body in the relevant field.

#### **With**

At least Six (06) years post qualifying experience in the relevant field at a Managerial Level.

**Or**

2. Class II/III or above officer of a government ALL-Island Services or a similar status in the relevant field.

**With**

At least Six (06) years of experience in the Class II/III post or a similar status in the relevant field.

### **Other Required Qualifications and Experiences**

- Demonstrated knowledge and ability to develop, promote, implement, monitor and evaluate communication and KM strategies and methods;
- Proficient knowledge of social media platforms, including Twitter, Facebook, YouTube, LinkedIn and Instagram;
- Experience in developing and maintaining webpages;
- Desirable: Proficiency in graphic design software and multimedia content creation tools;
- Ability to write and edit for different media and audiences;
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet;
- Familiarity with database management and office technology equipment;
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development;
- Excellent oral and written skills; excellent drafting, formulation, reporting skills;
- Ability to work and adapt professionally and effectively in a challenging environment;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines.
- Strong inter-personal skills
- Strong analytical skills
- Good oral and written communication skills in English and Sinhala, preferably in Tamil.

### **Salary Scale:**

Based on the Management Services Circular 02/2026.

### **Location and period of execution**

The Communication and Knowledge Management Officer will be based in Project Management Unit at Colombo with field visits as may be required.

### **Duration of services**

Duration of service is 1 (one) year subject to six (6) months' probation period and extension will be subjected successful performance evaluation according to the Management Service Circular 02/2026.