

# Training Officer (36h)

Based in: Arnhem, the Netherlands



## About Agriterra

Agriterra is the world's leading not-for-profit agri-agency from-and-for agricultural cooperatives and farmer organisations. Our mission is to strengthen organised farmers in developing and emerging countries, given the importance of effectively organised farmers to sustainably address food security, economic development, climate adaptation and mitigation. We are financed by and work via donor-granted projects and programs. These long-lasting strategic partnerships with a variety of donors are key for us in our day-to-day work. For more information, visit our website [www.agriterra.org](http://www.agriterra.org).

## About the job

We are looking for a proactive, organised, and enthusiastic Training Officer to support our Training department in reaching its ambitions! In this position, you are responsible for the **coordination** of supply, demand, and possible upscaling of our training portfolio. In addition, you will guarantee that each training respects Agriterra's **quality standards**, through identifying inefficiencies in the planned trainings on one hand and ensuring the availability of training material and access to e-learnings on the other hand. Together with Agripool department and Regional Managers you will notify issues, develop solutions, collect customer feedback, **initiate workflow**, and **process improvements**. Supporting trainers and keeping the administration up to date is also part of the job.

## Your offer

- Bachelor's degree in relevant field, and 2 years of experience in a similar position;
- Demonstrated experience with stakeholder contact and/or quality or process improvement, preferably in an international environment;
- Experience in administering and processing data for project-based training cycles;
- Experience with Microsoft Office 365, and with planning and monitoring tools;
- Fluent in Dutch, English (speaking and writing), and French (preferably);
- Required competencies: communicative, problem solver, able to switch quickly between tasks, organised, proactive, accurate, and enthusiastic!

## Our offer

- Salary between EUR 3.015 and 4.445 gross per month (based on experience), plus end-of-year bonus, contribution to commuting expenses, and a holiday allowance;
- Blended office and remote working;
- Developmental opportunities including an education fund;
- Wonderful workplace in the city centre of Arnhem and great colleagues!

## Interested?

Send an email with your CV and cover letter to [vacancy@agriterra.org](mailto:vacancy@agriterra.org) to the attention of Gabriela Versteeg, Manager Agri-Advice, with reference code AG1122.