



# Ministry of Agriculture

## Program Management Unit

LIBSUCO Compound, LPRC Road

Gardnerville, Republic of Liberia

P. O. BOX 10 – 9010

### TERMS OF REFERENCE FOR RECRUITMENTS UNDER THE BUILDING CLIMATE RESILIENCE PROJECT(BCRP)

#### 3. POST TITLE: FARMER FIELD SCHOOL (FFS) OFFICER

**Reports to:** BCRP Technical Lead,

**Primary Location:** Bong County

**Estimated Start Date:** January 3, 2022

**Contract Period:** One (1) year renewable

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#### Key results expected / major functional activities include:

Specifically, the Farmer Field School Officer will:

#### Methodological support to FFS:

- Design and coordinate the development of the FFS implementation strategy with special attention given to the following points: FFS for nutritious sensitive and sustainable agriculture; farm management and establishment of farm business schools;
- Contribute to the revision of FFS curriculum, modules and training materials to fit the needs of BCRP beneficiaries;
- If necessary, assist in designing FFS baseline survey and the development of monitoring and reporting tools;
- Capture lessons learned, success stories/good practices, document and disseminate.
- Work closely with the project team and the M&E Unit to draft periodic project progress reports;
- Work closely with the project team and M&E unit to develop the Annual Work Plan and Budget;
- Ensures that knowledge exchange activities (visits and field days) are prioritized appropriately and reflect the projects' strategy and objectives;
- As appropriate, actively identify and pursue synergies with sister projects under the country program.

**Hands-on support to FFS:**

- Assess training needs in different areas of Farmers' Groups, Groups facilitators and Master Trainers;
- Assist Master Trainers in planning and implementing "Training of Facilitators";
- Coordinate and report on exchange/exposure visits;
- Coordinate with relevant County officers to ensure follow-up/technical support to the FFS and report on such activities;
- Coordinate with cooperatives for ensuring delivery of quality services to the Farmer groups and communities and report on such activities;
- Monitor and document Training of Facilitators conducted by the Master Trainers and evaluate the quality of the trainings;
- Elaborate, Supervise, monitor and document strategies and activities for organization and empowerment of Farmers' Group/Associations/CBO's activities.

**Qualification and experience:**

- A BSc. degree in Agriculture from a recognized University with specialization in Extension services. Higher level qualifications will be an advantage.
- A minimum of 5 years professional experience, preferably in Agricultural extension related projects, including development and coordination of FFS.
- Knowledge of cocoa, rice and vegetables cropping systems.
- Evidence of work with, and communication with rural communities
- Knowledge of MS Windows, Word, Excel, PowerPoint.
- Excellent oral and written communication skills.

**Applications:**

All Interested and qualified applicants should address their applications including letter of interest along with Curriculum Vitae and copies of relevant Diplomas/Certificate to the below address via email:

**Kindly indicate in the email subject, the Title of the position you are applying for.**

**Recruitment Team**

**IFAD Projects PIU**

**Programme Management Unit Ministry of Agriculture Email: [recruit@moa.gov.lr](mailto:recruit@moa.gov.lr)**

**Deadline for submission of Applications: December 15, 2021 at 5PM GMT**

**QUALIFIED WOMEN ARE ENCOURAGED TO APPLY**

Only pre-selected consultants will be contacted.