



# Ministry of Agriculture

## Program Management Unit

LIBSUCO Compound, LPRC Road

Gardnerville, Republic of Liberia

P. O. BOX 10 – 9010



### **Terms of References for the Positions of FFS & WSE under TCEP-II**

#### Brief overview of IFAD-funded activities in Liberia

The International Fund for Agricultural Development (IFAD) is a long-time trusted partner of the Government of Liberia.

IFAD's Results-Based Country Strategic Opportunities Programme (RB-COSOP) 2020-2024 has the overall goal to increase income and employment opportunities for rural men and women while building resilience to climate change and food insecurity. The strategic objectives of the COSOP are to:

Enhance the performance and inclusiveness of value chains that offer job opportunities, wealth creation, food and nutrition security for rural people, including poor households, women and youth.

Contribute to an enabling environment for pro-poor policy development and enhance the capacity of the public sector in Liberia to deliver services to the rural poor.

Currently, IFAD's portfolio in Liberia includes three (3) ongoing projects:

The Rural Community Finance Project (RCFP). The project includes an IFAD loan of US\$ 5.5 million and a grant of US\$ 0.5 million and will improve access to rural financial services on a sustainable basis, enabling the development of the rural sector. It incorporates lessons-learned on financial inclusion from Sierra Leone, where the IFAD-financed RFCIP helped establish a large network of Rural Financial Institutions, including both Financial Services Associations and Community Banks. The project started implementation in the second quarter of 2019.

The Tree Crops Extension Project Phase I (TCEP-I). TCEP-I includes an IFAD loan of US\$ 13 million and an Adaptation for Smallholder Agriculture Programme (ASAP) grant of US\$ 4.5 million. The project will work towards developing a viable and sustainable smallholder cocoa sub-sector in Liberia's main producing belt. The TCEP is intervening in Nimba County, in at least 8 statutory districts. Its duration is 6 years. The TCEP will adopt a value chain approach to link cocoa farmers, organized at grassroots level in traditional community-based labor

groups and Farmers Field Schools (FFS), to markets and services through cooperatives and Private Sector Partners (PSPs).

The Tree Crops Extension Project Phase II (TCEP-II). Additional financing of US\$23.8 million provided as part of the TCEP-II was approved by IFAD's Executive Board in December 2018 and was signed and ratified by the Liberian Government in September 2019. The TCEP-II financing will be prioritized in Lofa County with the possibility to include areas in other counties with comparable socio-economic and agronomic conditions.

#### Country Programme Approach

The Ministry of Agriculture is the implementing Agency for this and all IFAD funded projects in Liberia through a dedicated Programme Implementation Unit (PIU). It is thought that a single Programme Management Unit with the required additional thematic expertise in the team depending on the projects within the programme would be cost effective, while facilitating cross learning and knowledge management and building synergies between projects. The below vacancy is positioned within the PIU and will be working on the TCEP/TCEP-II project.

## **National Vacancy**

### **Post Title: Farmer Field School Officer(1)**

**Reports to: Project Coordinator, IFAD-PIU Projects  
Programme Management Unit  
(PMU), Ministry of Agriculture**

**Primary Location: Lofa County**

**Start Date: September 1, 2021**

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

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

Specifically, the Farmers Field School (FFS) Officer will:

#### **Methodological support to the 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 development of FFS curriculum, modules and training materials;
- Assist in designing FFS baseline survey and the development of monitoring and reporting tools;
- Review the project implementation strategy and mechanisms and where necessary propose improvements;

- 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 programme.

### **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.

### **Technical/Functional competencies**

- **Innovative Performer** able to generate innovative solutions, assess risk, make decisions and take accountability for his/her actions;
- **Leader** able to combine strong management, organizational and leadership skills with insight, seeking continual improvement and collaborative engagement within the team; able to achieve results through motivating people and influencing partners;
- **Planner/organizer** able to meet tight deadlines in a high-pressure and high-energy environment; flexible and able to multi-task;
- Capable team player;
- Strong analytical skills;
- Technical skills necessary: in FFS, sustainable agriculture, farm management, value chain, farmers' organizations;
- Strong verbal and written communication skills.

### **Education:**

- A BSc. degree in Agriculture from a recognized University with specialization in Extension services **Experience:**

- A minimum of 5 years professional experience, preferably in Agricultural extension related projects;
- A minimum of 4 years professional experience in development and coordination of FFS for a donor funded project;
- Knowledge of cocoa cropping system is an added asset;
- Excellent oral and written communication skills;
- Knowledge of MS Windows, Word, Excel, PowerPoint;
- Willing and able to be based permanently in remote and rural locations.
- Able to adapt to circumstances to communicate with the rural communities.

**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.**

## **The Recruitment Team**

Program Management Unit

Ministry of Agriculture

**Email: [recruit@moa.gov.lr](mailto:recruit@moa.gov.lr)**

Deadline for submission of Applications: **August 8, 2021 at 5PM GMT** Visit the **[www.moa.gov.lr](http://www.moa.gov.lr)** OR **[www.emansion.gov.lr/careers](http://www.emansion.gov.lr/careers)** **opportunities/vacancies** for details on the Term of References and submission of your applications.

Female candidates are **Strongly** encouraged to apply.