

TERMS OF REFERENCE

**Project Field Assistant (Pangantucan)
For
The Project “Sustainability and Value Added in Agricultural Supply Chains
(Global Project- GP AgriChains/Coffee ++)”
(Band 2T)**

Project Description:

The important role and contributions of the private sector to foster sustainable development has been increasingly recognized over the past years. Integrated Development Partnership with the Private Sector (iDPP) is one strategic approach of GIZ to promote sustainable development in the agriculture sector bringing together the interests of public and private sector partners to create long-lasting impacts in the areas of poverty alleviation and food security, sustainable use of natural resources, empowerment of smallholder farmers and overall agriculture and rural development.

iDPP focuses on the increased sustainability of selected agricultural supply chains in partner countries and is being implemented jointly by public and private partners as well as smallholder farmers and their organizations. At the same time, iDPP aims at contributing to a wider global coffee stakeholder community. The collaboration shall actively contribute to global learning exchanges and policy dialogue through contributions to various global or national coffee sector stakeholder platforms and initiatives (such as the Grow Asia Initiative of the World Economic Forum, ICO, GCP, SCC, SCOPI etc . . .). The project aims to create sector-wide contribution to the development of the coffee sector, that goes beyond the interest and benefit of one single private sector partner.

At present, GIZ Philippines is implementing the above-mentioned Global Project-AgriChains with focus on coffee sector. The Project aims at increasing the incomes of smallholder coffee farmers through an array of measures encompassing the promotion, advocacy and knowledge on farming as a business, enhanced production and harvest and post-harvest techniques, Good Agricultural Practices, better marketing skills and channels, and sustainability certification among others. The main partners within the framework of the iDPP are internationally operating private sector partners: in this project specifically Nestle, and the lead political/government partner is the Department of Agriculture, plus other relevant line agencies.

The core of the assignment, **GP AgriChains/Project Coffee++** is a follow-through Project from the GIZ-Nestle joint public private partnership (PPP) project on Project Coffee+ which has laid the foundation on farming as a business, and on the link between economics and good agricultural practices (which has encouraged its adoption by the farmers). Intercropping archetypes have likewise been developed and tested in farmers demo plots.

GP AgriChains/Project Coffee++ aims at improving the economic viability of the farming system of smallholder coffee farmers in the Philippines and in Indonesia, in Thailand and in Cote d'Ivoire. In the process, it will increase their coffee productivity and net farm income. The focus of the new project will be on addressing the adverse effects of climate change and low incomes by building resilient communities through regenerative agriculture. Adoption of regenerative agriculture is seen as key to improved and sustainable farm productivity, efficiency, and economics towards the concept of Living Income, increased biodiversity, and lower carbon footprints.

In the Philippines, the Project shall be implemented in the provinces of Bukidnon (Region 10) and in Sultan Kudarat (Region 12). The key interventions to increase farmers' net farm incomes and to promote sustainable coffee farming system are on intercropping and crop diversification, integrated farming systems, agripreneurship, digitalization, agroforestry, restoration of ecosystems and increasing carbon stock in the farming system. There is also consideration for the inclusion of youth and gender.

The project will be carried out in close cooperation with the project's private partner Nestle, as well as with the political partner, the Department of Agriculture and other public sector partners at the regional, provincial, and municipal levels.

Reporting Relationship and Duty Station:

The Project Field Assistant shall report directly to the Senior Advisor/ National Project Manager for GP AgriChains/Project Coffee++. He/she shall get directions on day-to-day field operation activities from the Regional Coordinator, based at NMACLRC in Malaybalay, Bukidnon: who shall likewise work in close coordination with the Nestle Team lead and agronomist in Bukidnon.

The Field Assistant shall have as duty station the home office, in **Pangantucan** for ease of access of Project barangays in the respective areas of coverage (Pangantucan and Kalilangan.). He/She shall be working closely with the assigned Nestle staff in the area as and the Coffee ambassador/s, and coordinate with other coffee stakeholders in the area.

He/she is expected to have operation and coordination meetings with the Regional Coordinator at the Project Office in NMACLRC, Malaybalay, Bukidnon and with occasional travels to Manila.

In carrying out her role, the Project Field Assistant shall perform the following major functions/duties:

Major Functions/Duties:

Coordination and Operation

The Field Assistant shall provide support to the project's activities in the project sites in Bukidnon according to project goals, team and partner agreements, and the general direction by the National Project Manager and the Regional Coordinator of GP AgriChains/Project Coffee++.

Under the day-to-day supervision of the Regional Coordinator, he/she shall facilitate the execution of the project in the province of Bukidnon, through close coordination with the private partner Nestle and coffee ambassador/s, and in establishing and maintaining favorable working relationships with other stakeholders, with the public institutions, and with local government units.

The core tasks will be to train and advice smallholder farmers and farmer groups on the proper adoption and application of farming as a business as linked to the Good Agricultural Practices (GAP) and to the Regenerative Agriculture Practices in coffee farming as well as for relevant intercrops and on the others regenerative agriculture technologies and methodologies.

Overall, the tasks shall include the following:

- Assistance to the Regional Coordinator in the coordination and facilitation activities such as meetings, workshops, trainings with project partners, partner agencies, relevant farmers' organizations/groups and LGUs, mainly at the local (municipal and barangays/community) levels, including inter alia municipal LGU specifically with the municipal agricultural officers, etc.
- Coordinate with, and assist Nestle agronomist in the collection, and preparation of records of coffee farmers such as area planted, crop practices, production, deliveries to Nestle buying station/value chain actors and other data necessary for the implementation of coffee programs in specific area of responsibilities (AOR) as defined
- Assist in the establishment, implementation of improvement plans and maintenance to required standards, gathering of data, usability, and promotion of demonstration farms by other farmers in her AOR.
- Execute training and intervention package of the Project and of sustainability programs in close coordination with the coffee ambassador/s, cooperators, and other key influential partners i.e. LGU, NGO, others
- Support in the preparation and conduct of Monitoring and Evaluation (M & E) and Field Audit, Verification/survey activities (4C/sustainability program, forecasting, etc . .)
- Assist in the preparation of reports for monthly, quarterly, and semester operations review, progress of implementation, and other reports as needed.
- Coordinate with contracted third parties in carrying out project activities as may be required, mainly at the municipal and barangay/community levels
- Compile relevant information and support collaborative activities and missions
- Coordinates and conducts spot validation works from time to time on the updating of the project database, and project documentation
- Support general and overall project planning activities.

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- Perform other duties assigned by Regional Coordinator and in close coordination with private partner's team leads for coffee development.

Communication and Networking

- Establishes, and maintains regular contacts with all relevant field stakeholders, mainly on municipal/barangays (community) level (e.g. coffee farming communities, farmer groups, LGU, etc.)

Capacity Development

- Implements field advisory activities (trainings, barangay farmers fora etc.) to the project's coffee farmers and their communities.
- Assists in the development of learning materials and in the development of capacity building measures
- Coordinates the organization of management visits in the provincial and municipal/community levels
- Ensures that relevant information from project implementation and operations are shared with the other team members in regular meetings or phone/skype conferences
- Documentation of project processes, lessons learnt and best practices (strategies and technical guidance notes)

Competency Requirements:

- Sound technical knowledge on the growing of robusta coffee
- Working knowledge and experience in the field of agriculture and rural development; with advocacy for sustainable and organic agriculture, sustainability issues and implementation of GAP and 4Cs standards of the private partner
- Knowledge of the landscape of the coffee sector in the project area as well existing contacts and networks
- Working knowledge about the structures and functioning of provincial and local public agencies as well as other private and non-governmental stakeholders with relevance for coffee sector in Region 10 are an advantage
- Demonstrated communication and networking skills
- Strategic in thinking: able to think long-term implications of approaches, decisions, and actions
- Ability to communicate and to relate with people of diverse cultures and at all levels of a hierarchical organization
- Ability to tailor communication to different types of audiences (e.g. farmers, private sector partners, government structures, NGOs)
- Results and performance – oriented
- Ability to work independently in a highly organized way under tight deadlines
- Ability to cooperate with and generate cooperation from colleagues
- Ability to communicate in English
- Reliable and motivated for the purpose of supporting farming communities

Professional Qualifications:

- At least bachelor's degree in agriculture (Agronomy Major/Agronomist would be an advantage) or community/rural development or relevant field
- Minimum of 2 years of professional working experience in the field of sustainable agriculture
- Worked with the private sector, non-governmental organizations and with the public sector within a related field of the assignment
- Good facilitation and communication skills and ability to teach and deliver training content convincingly
- Good technical skills on coffee growing and of the other potential crops for intercropping and diversification in the coffee farming system
- Computer literate (MS word, MS excel)

Duration of Engagement

Earliest possible date until December 2024 with a possibility for an extension.