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Ministry of Fisheries, Marine Resources, and Agriculture

Male', Republic of Maldives



Ministry of Fisheries, Marine Resources, and Agriculture

Terms of Reference

for

Agriculture Field Officer

Ref No: MAP/CS/2023/04

Terms of Reference (TOR)

Agriculture Field Officer

A. BACKGROUND

The Government of Maldives (GoM) through the Ministry of Fisheries, Marine Resources and Agriculture (MoFMRA) is implementing the Maldives Agriculture Program (MAP) with financing from International Fund for Agriculture Development (IFAD). The Program will be managed with the support of an Implementing Partner, by the Project Implementation Unit (PIU) set-up within the MoFMRA in accordance with the guidelines provided by the design report, implementation manual and under the guidance of the project steering committee and IFAD supervision missions.

The main aim of MAP is to enable small farmers in the Program area to sustainably enhance their production levels, increase income, secure food and nutrition for their household demands and deliver produce to connected markets.

B. OBJECTIVES OF ASSIGNMENT AND OVERALL RESPONSIBILITY

The Project Implementation Unit plans to recruit Agriculture Field Officers. The Agriculture Field Officer will provide agricultural extension support to the project beneficiaries on the island. S/he will be responsible for agricultural extension and adopting innovation including Good Agricultural Production, technology packages, capacity strengthening of farmers on production, IPM, improve technology. And also develop, document and disseminate appropriate best-practices in community-based approaches to natural resource management.

C. OVERALL RESPONSIBILITY

The Agriculture Field Officer directly responsible for implementation of the project in island level one mobilization, agricultural production and promotion project activities among IFFs and farmers. S/he reports to the Programme Director and works closely with other partner institutions and service providers. Key tasks include:

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1. In cooperation and support of PIU technical team, Agriculture Field Officer will develop detail field work plan
2. Will coordinate all activities related to the areas of mobilization, cooperation with farmers, agriculture and other related project activities
3. Mobilize interested farmers around Informal Farmer groups and insure equal participation of women and youth
4. Implement capacity building plan to IFFs in close cooperation and support from technical staff, business development specialist and other PIU staff
5. On time informed project management on any issues, risk related to production of products, harvesting and post-harvest handling and business relation with market actors
6. Support Hanimaadhoo Agriculture Center (HAC) and Agro National Corporation Ltd (AgroNat) during conducting trainings, seminars and open field days
7. In close cooperation with technical team, establish demonstration plots in pilot area, in order to demonstrate new method/technologies of growing and adopting new variety of crops in to the different climate zones
8. Collects farmers data, based on prepared MIS data collection form
9. Collect case studies and success stories on introducing best practices
10. Assist with preparation of reports and organizing meetings in collaboration with other colleagues;
11. Motivate farmers to be a part of Island Farmer Forums (IFFs) and actively participate in production cycle
12. Provide training and facilitate in training arrangements, necessary for farmers and Island Farmer Forum Groups.
13. If needed, assist the procurement of equipment and materials related to training and/or extension activities and on-farm demonstration trials;
14. Support Business Development Specialist in conducting primary and secondary market research and analysis, data collection and filed work;

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15. Support IFFs in improving their capacity on joint actions, management, business skills, access to the market and finance, financial literacy and family budgeting adopting new technologies
16. Support MAP team in the implementation of business capacity building programs and value chain development strategies for the agriculture businesses and IFFs;
17. Ensure that each member of the IFFs involved in project implementation activities, has a clear understanding of their role, responsibilities and short-term activities and goals;
18. Submit periodic progress reports as required;
19. Undertake any other function directly related to the efficient execution of the project as indicated by Project Director.

D. QUALIFICATIONS AND EXPERIENCE

1. Minimum O'level with 2 years' experience
2. Sound background and experience in good agricultural practices will be an added advantage
3. Practical knowledge and understanding of working with institutions, farmers and private sector;
4. Proven ability to constructively interact with teams of professionals from various stakeholders;
5. Creative, innovative system thinker, with ability to catalyze change
6. Demonstrates good oral and written communication skills
7. Excellent writing, editing and analytical skills and capability of working independently. Fluent in written and spoken English and Dhivehi;
8. Ability to interact with multiple staff in the relevant agencies and respond to and liaise with stakeholders from industry and private sector
9. Should have strong and proactive interpersonal communicative skills, experience in team leadership and participatory management.

The short-listed candidate will be requested to participate in personal interviews, submit the names and contact details of personal referees who can attest to their ability.



The successful candidate must understand the objectives and delivery mechanisms of the project. S/he must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative to overcome challenges.

E. REPORTING REQUIREMENT

1. Report directly to the Project Director on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Implementing Agency.
2. Agriculture Field Officer shall be paid for Working Days for which the s/he has actually attended work and signed the attendance register provided by the Implementing Agency.
3. This position is based at MAP Focused Islands with travel to islands or field visits as required.
4. Agriculture Field Officer shall provide all the necessary reports and updates to the Project Director to be presented at the Steering Committee and donor agencies whenever needed.

F. SCHEDULE FOR THE ASSIGNMENT

1. Duration of the assignment is 12 months from the commencement of the works with potential extension based on performance. The successful candidate is expected to commence the services in June 2023.
2. This position is based at MAP Focused Islands with travel to Islands or field visits as maybe required.

G. RENUMERATION AND OTHER BENEFITS

1. MVR 12,000.00 depending on qualifications and experience, per calendar month as remuneration for the services provided depending on qualifications and experience, for the services provided by the Agriculture Field Officer except for unauthorized leave. The Agriculture Field Officer shall be paid for Working Days for which the s/he has actually attended work and signed the attendance register provided by the Implementing Agency.

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2. Training and travel expenses under the PIU as budgeted under the Project and approved by implementing agency.

H. SERVICES AND FACILITIES TO BE PROVIDED BY THE IMPLEMENTING AGENCY

1. Office equipment such as computers will be provided as required.
2. Local transport for official travel between islands; food, accommodation and allowance.

