

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ

**Ministry of Agriculture and Animal Welfare**

Male', Republic of Maldives



# **Ministry of Agriculture and Animal Welfare**

## **Terms of Reference for Consulting Services**

for

## **Gender, Nutrition and Social Inclusion Officer**

Ref No: MAP/CS/2022/01

**Terms of Reference (TOR)**  
**Gender, Nutrition and Social Inclusion Officer**

**Client**

1. The client for this assignment is Project Implementation Unit (PIU) under Ministry of Agriculture and Animal Welfare (MoAAW).

**2. Background on project**

1. The Government of Maldives (GoM) through the Ministry of Agriculture and Animal Welfare (MoAAW) is implementing the Maldives Agribusiness Programme (MAP), which is jointly financed by GOM and International Fund for Agriculture Development (IFAD). The Project Implementation Unit (PIU) set-up within the MoAAW will manage the Program 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.
2. 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.
3. The Programme will be of nation-wide scale, covering all regional and sub-regional hubs, clusters and islands where agriculture is undertaken by small farmers. The main Programme hubs for Programme activities are in region 1-3 are Haa Alif Hoarafushi for region 1. Haa Dhaalu Vaikaradhoo for region 2, and Shaviyani Milandhoo for region 3. Each of these hubs will serve 8, 9 and 9 inhabited agriculture islands respectively. Specifically, under different technical components:
4. Component 1 of Enabling policy, institutions and services will be nationwide in scope covering all 19 atolls, 21 regions covering 188 inhabited islands of these 98 are inhabited where agriculture is practiced on around 800 registered hectares. Also belonging to the Programme area are 50 uninhabited islands leased for commercial agricultural purposes, with a total of 956 hectares of land of which 24 islands are actively doing agriculture on 582 hectares of land.
5. Component 2 of Climate smart production will initially focus on region 1-3, covering 3 atolls and 40 inhabited islands. Of these, 26 are inhabited agriculture islands with 280 hectares of registered land cultivated by 2,150 registered farmers, and 85 hectares cultivated by 645 non-registered farmers. Within this production area there are 6 active commercial islands cultivating a total of 250 hectares.

6. Component 3 of Market connection will initially focus on regions 1-3 during the first two years and then expand to regions 4-7 and eventually cover the whole country.

### 3. Overall objectives

1. **The programmer's goal** is to sustainably increase the incomes, food security and nutrition status of small farmer households.
2. **The development objective** is to strengthen and enable the environment for sustainable and climate-resilient agriculture. This objective will be achieved through policy refinement, strengthened institutions and services, enhanced agricultural technologies and better access to financing and markets for small farmer households.

### 4. Objectives of the assignment

1. The Project Implementation Unit wishes to contract a Gender, Nutrition and Social Inclusion Officer. The Gender, Nutrition & Social Inclusion Officer is expected to work on the implementation of Gender, Youth and Nutrition Strategy and Action plan in the identified project areas. The office should formulate a plan that would explain how the gender, youth, nutrition, targeting and inclusion objectives of the project are successfully achieved by the end of the project.

### 5. Scope of work

1. The overall responsibilities of the Gender, Nutrition and Social Inclusion Officer include, but are not limited to the following:
  1. Based on developed Gender, Youth and Nutrition strategy and action plan start implementation in the identified project areas
  2. Integrate gender and nutrition indicator in all project activities
  3. Work with the technical staff in the PIU to critically review project design to establish how each component or Sub-component addresses gender, nutrition and social inclusion, and identify opportunities for strengthening their implementation
  4. Provide oversight to the gender/social change program components at the county level, including undertaking field visits to oversee implementation and generate field visit reports.
  5. Support in the monitoring of project activities to collect data on gender, youth and nutrition and integrate it into Logframe.
  6. Identify documentation of best practices, and use them to profile the impact of local level Gender /social change approaches, and promote lesson sharing.

7. Identify opportunities in the local governance system for enhancing the targeting of programme benefits to the poor, female-headed households and youth;
8. Support in applying tools such as: GALS/BALI, women economic empowerment skills, engaging women in decision-making tools, roles and responsibilities etc
9. Contribute to the design of the implementation surveys, tracer and thematic studies in order to gauge the impact of development on differentiated beneficiary categories;
10. Identify innovative ways of providing equitable access to resources and opportunities for the disadvantaged groups including female-headed households and youth;
11. Identify opportunities for gainful employment for women and youth, from activities undertaken by the programme;
12. Conduct regular field visits to programme implementation areas and provide technical and on the job support to partners, focal points and service providers to ensure the targeting strategy is implemented as planned;
13. Contribute in planning, monitoring and reporting of the project and integrate Gender Equity and Social Inclusion in all the process;
14. Contribute to produce resource materials addressing the issues of gender and social inclusion to be used in trainings;
15. Based on lessons expand/ scale up the models
16. Contribute to knowledge management in coordination with M&E and KM officers on gender, nutrition, and social inclusion themes
17. Assess the risk that the project potentially limits women’s ability to access and participate in project’s activities
18. Any other duties as may be required from time to time by the Project Director, and Component Coordinators

## 6. Consultant’s qualifications and experience

### 1. Qualifications and skills

7. Bachelor’s degree in Social Sciences/Gender/Nutrition or any related field with minimum 7-year work experience
  1. Experience in gender, social sciences, nutrition or a related field will be an added advantage.
  2. Demonstrable knowledge on gender issues and mainstreaming gender in policy and Programme formulation and implementation will be an added advantage.

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3. Experience in developing gender-related capacity building and knowledge sharing products.
4. Capacity to quickly grasp issues and concepts and articulate ideas in a concise manner;
5. Ability to work in a multi-disciplinary team and engage effectively with government, financier, programme beneficiaries, development partners, civil society and communities;
6. Good analytical and report writing skills;
7. Strong planning, organizational and project management skills and ability to prioritize and handle multiple tasks;
8. Any training and certification in Gender and Social Inclusion would be an advantage;
9. Proficiency in the use of computers is required. Familiarity with programs like Word, Excel, PowerPoint etc.;
10. Fluency in English both written and oral (advanced Level). Fluency in Dhivehi is an asset (advanced Level).

### 8. Reporting Requirement

1. Report directly to the Project Director on all aspects of services throughout the duration of the contract, unless otherwise advised by the Client.
2. The Gender, Nutrition and Social Inclusion Coordinator is expected to report to work on week days from 0800 – 1500 hours other than public holidays and provide services to the Client for an average of 35 hours a week. Remuneration for less than 7 hours work per day will be on a pro-rate basis and is required to work additional hours to complete the assigned tasks on a daily basis
3. The Gender, Nutrition and Social Inclusion Coordinator shall provide all the necessary reports and updates to the Project Director or its designate and donor agencies whenever needed.
4. The Gender, Nutrition and Social Inclusion Coordinator is required to report to work in official attire.

### 9. Location and period of execution

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 December 2023.

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This position is based at the PIU Office of the Ministry of Agriculture and Animal Welfare in Male' with extensive travel to Islands or field visits as maybe required.

### 10. REMUNERATION AND OTHER BENEFITS

1. MVR 15,600 - 21,360, 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 Gender and Social Inclusion officer except for unauthorized leave. The Gender and Social Inclusion officer shall be paid for Working Days for which the Gender and Social Inclusion officer has actually attended work and signed the attendance register provided by the Implementing Agency.
2. Training and travel expenses under the PIU as budgeted under the Project and approved by implementing agency.
3. S/he shall participate in the "Maldives Retirement Pension Scheme" as required by the Maldives Pension Law and its regulations.
4. S/he will be given an allowance called "Ramadan Allowance" as per the rules of the Implementing Agency, prior to the beginning of the month of Ramadan. The allowance will be entitled only to Muslims.

### 11. Services and facilities to be provided by the consultant

12. Office space and other office facilities such as computers will be provided as required.
13. Local transport for official travel between Malé and field visits to islands; food, accommodation and allowances will be provided from the project.
14. The Consultant shall ensure that they always carry themselves in good behavior and maintain a cordial friendly atmosphere with other personnel including employees of MoAAW, MAP, Island Councils and other organizations.
15. The Consultant shall provide professional, objective, and impartial advice, at all times holding the client's interest's paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work. The Consultant has an obligation to disclose to the client any situation of actual or potential conflict that impacts its capacity to serve the best interest of the client.