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**Ministry of Agriculture and Animal Welfare**

Male', Republic of Maldives



# **Ministry of Agriculture and Animal Welfare**

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

for

**Nutrition Consultant**

Ref No: MAP/CS/2024/14

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Submission Date: 02<sup>nd</sup> September 2024

## **Terms of Reference (TOR)**

### **Nutrition Consultant**

#### **1. Client**

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

#### **2. Background on project**

- 2.1. 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.
- 2.2. 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.
- 2.3. 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:
- 2.4. 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.
- 2.5. 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.

2.6. 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**

- 3.1. The project's goal is to sustainably increase the incomes, food security and nutrition status of small farmer households.
- 3.2. 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**

- 4.1. MAP intends to be gender transformative and nutrition sensitive as defined in the mainstreaming approaches of the IFAD Action Plan 2019-2025. The project plans to raise awareness among farmers on better nutrition and healthy diets. The nutrition related initiatives will prioritize better production of nutritious foods, integrating nutrition along the value chain and creating awareness on integration of vegetables into daily household consumption patterns.
- 4.2. Hence, the Project Implementation Unit (PIU) wishes to contract a Nutrition Consultant who can provide consultancy for Nutrition awareness and training activities aimed to improve food behaviours and nutritional practices of beneficiaries.

### **5. Scope of work**

- 5.1. The overall responsibilities of the Nutrition Consultant include, but are not limited to the following:
  - 5.1.1. Facilitate in implementing the food and nutrition status improvement activities at Project islands (Demo/ GALS islands)
  - 5.1.2. Provide training on nutrition, nutrition-sensitive value chains and healthy diets to the members of the PIU.
  - 5.1.3. Provide trainings on nutrition and promoting nutrition awareness and dietary diversity among communities. Training on nutrition should address issues of behaviour, consumption choices, and nutritional awareness in nutrition-sensitive agriculture.
  - 5.1.4. Develop simple material on nutrition awareness both for training and handouts (eg. guides, leaflets, posters, recipe books). The activities could include trainings

on processing and preparing meals using local and seasonally available nutritious vegetables to promote the consumption of local foods.

5.1.5. Prepare a training plan in consultation with the PD and other officials to ensure that the training activities are completed in a timely manner. Monitor and supervise the training and other activities to ensure quality implementation.

5.1.6. Contribute technical expertise on nutrition to IFF and farmer groups during home gardening training

5.1.7. Undertake any other function directly related to the efficient execution of the project as indicated by Project Director.

## **6. Schedule of deliverable**

The expected end product of this assignment will be

6.1 An inception report after an inception meeting detailing the proposed implementation for this assignment with input from PIU and MoAAW

6.2 Final methodology and training schedules based on feedback from PIU and MoAAW

6.3 Training manuals, Recipe book, and handouts which will be property of PIU/MoAAW and which will be used for future training.

6.4 Conduct and Facilitate Training programs in 6 project islands

6.5 Evaluate the nutrition training/Awareness

6.6 Final report on the implementation of the tasks after completion of the training

## **7. Consultant's qualifications and experience**

### **7.1. Qualifications and skills**

7.1.1. Bachelor's degree in nutrition, public health or any related field, with a minimum of three years of work experience of implementing nutrition-sensitive agriculture activities

7.1.2. Work experience in government or donor-funded projects and other relevant institutions will be an added advantage;

7.1.3. Demonstrates good oral and written communication skills in substantive and technical areas. Past experience of development of capacity building material and conducting capacity building sessions in the community on nutrition and related areas is strongly preferred.

7.1.4. Excellent writing, editing, and analytical skills and capability of working independently. Fluent in written and spoken English and Dhivehi;

- 7.1.5.A high level of computer literacy is required. Familiarity with programs like Word, Excel and PowerPoint are required.
- 7.1.6.The successful individual must be willing to work for extended periods without direct supervision and travel to islands within the project area.
- 7.1.7.Demonstrates openness to change and ability to manage complexities
- 7.1.8.Willingness to travel to islands of Maldives where the project is being implemented (for short or longer durations, as per demand of the Project) is a must.
- 7.1.9.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.

## **8. Reporting Requirement**

- 8.1. Report directly to the Project Director on all aspects of procurement throughout the duration of the contract, unless otherwise advised by the Client.
- 8.2. Nutrition Consultant is expected to work on weekdays other than public holidays and provide services to the Client for 3 months
- 8.3. This position is based at the Ministry Agriculture and Animal Welfare in Male' with travel to islands or field visits as may be required.
- 8.4. The Nutrition Consultant shall provide all the necessary reports and updates to the Project Director or its designated and donor agencies whenever needed.

## **9. Location and period of execution**

- 9.1. Duration of the assignment is 60 days during 3 months from the commencement of the works. The successful candidate is expected to commence the services in November 2024.
- 9.2. 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 may be required.

2

## 10. Selection Criteria

10.1. The Nutrition Consultant will be selected based on the following criteria:

Selection Criteria	Weightage (%)
Relevant academic qualification(s)	40
Professional Experience in similar works/ assignments	15
General experience in similar works/assignments	15
Interview	30

Candidate must attain minimum of **50 Marks** in the evaluation (Relevant academic qualifications and Experience in similar works) to be qualified for the Interview, and a minimum of **70 Marks** all combined together to qualify for Request for Proposal.

## 11. Project coordination

11.1. 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.

## 12. Services and facilities to be provided by the client

- 12.1. Local transport for official travel between Malé and field visits to islands; food, accommodation and allowances will be provided from the project.
- 12.2. 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.
- 12.3. 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.