

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

**Ministry of Fisheries, Marine Resources, and Agriculture**

Male', Republic of Maldives



# **Ministry of Fisheries, Marine Resources, and Agriculture**

## **Terms of Reference**

for

**Horticulture Field Officer**

Ref No: MAP/CS/2022/03-05

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

Horticulture 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 Horticulture Technicians. The Horticulture Technician 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 Horticultural Field Officer directly responsible for implementation of the project in island level on agricultural production. S/he reports to the Programme Director and works closely with other partner institutions and service providers. Key tasks include:

- 2 | 5

13. Provide training and facilitate in training arrangements, necessary for farmers and Island Farmer Forum Groups.
14. Ensure that component outputs are delivered in a due manner without targeting deviation;
15. Assist in the design of an M&E system with regards to the activities, outputs, outcomes and impacts of Components activities;
16. Supervise and train agricultural technicians and farm laborers.
17. Keeping an up-to-date knowledge of pests and diseases
18. Facilitate field days and demonstrations, and prepare relevant manuals to farmers on the best sustainable agriculture management practices;
19. Perform general nursery duties such as propagating standard varieties of plant materials, collecting and germinating seeds, maintaining cuttings of plants, and controlling environmental conditions.
20. Identify, estimate the cost and ensure the development of appropriate training materials and training tool kits for target groups by resource person and respective departments;
21. Identify the resource persons to develop training manuals, leaflets, posters etc.;
22. Assist the procurement of equipment and materials related to training and/or extension activities and on-farm demonstration trials;
23. Submit periodic progress reports as required;
24. Report to the Project Director as per agreed upon reporting schedules and formats and proactively raise issues of concern with program leadership
25. 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. Horticulture Field Officer shall be paid for Working Days for which the Horticulture Field Officer 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 maybe required.
4. Horticulture Technician 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 2022.
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 8,977 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 Horticulture Field Officer except for unauthorized leave. The Horticulture 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.
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.