

TERMS OF REFERENCE

CONSULTANCY SERVICES FOR THE COMMUNITY DEVELOPMENT PRACTITIONER

1. BACKGROUND

1.01 The Government of Grenada (GOGR) in its efforts to increase productivity and the contribution of the agricultural sector to economic growth, rural poverty reduction and environmental sustainability has established the Climate Smart Agriculture & Rural Enterprise Programme (SAEP). The Programme will be jointly financed by The Caribbean Development Bank (CDB) and the International Fund for Agricultural Development (IFAD). It will provide technical assistance and financial support to male and female farmers and entrepreneurs in poor rural communities in Grenada with a view to increasing their ability to own and operate businesses and/or take advantage of employment opportunities. It will also promote farmer adoption of new technologies and practices to build resilience to Climate Change and Climate Variability.

1.02 The GOGR has also indicated that it intends to improve rural incomes and farmer resilience, through the promotion of Climate Smart Agriculture (CSA) practices and technologies. In this regard, GOGR has recognised the need to address deficiencies in the country's farm access road network to build its resilience to climate change related events and improve the ability of producers to access productive lands and markets. Increasing small-holder farmers' access to the island's relatively lucrative hospitality sector will require investment in irrigation infrastructure and systems to enable farmers to cater to the peak demand from the hospitality sector which coincides with the dry season. Complementing these investment with parallel investment in; (a) stakeholder capacity building and training; and (b) measures to improve access to credit and business support services, will also be essential to ensuring maximum impact and sustainability of interventions. These interventions are deemed necessary for addressing persistent issues of poverty and un/under employment in rural parishes in Grenada.

2. INSTITUTIONAL ARRANGEMENTS

2.01 The PMU will be responsible for Programme coordination and management in conformity with the standards and requirements agreed upon with CDB and IFAD; and in accordance with the respective CDB and IFAD Loan and Grant Agreements, Programme Appraisal Document, and procurement guidelines. CDB will also provide institutional support during Programme implementation. IFAD and CDB will meet the remuneration of PMU staff. Key activities will include, but not be limited to:

- (a) work and budget planning;
- (b) procurement;
- (c) contract management;
- (d) financial management and reporting;
- (e) supervision of training and capacity-building initiatives; and
- (f) reporting on Programme progress, achievement of outcomes and M&E indicators.

3. COMMUNITY DEVELOPMENT PRACTITIONER'S KEY RESPONSIBILITIES

3.01 The CDP is expected to continuously engage with the rural communities, farmers' associations, male and female farmers and young people surrounding the design, development, operation, management and monitoring of the climate smart irrigation facilities and farm access roads

3.02 The CDP will:

- (a) Develop and revise general eligibility criteria with key stakeholders for the selection of rural community farm access roads and climate smart irrigation facilities, using the highest standards of transparency and accountability;
- (b) Produce gender responsive community profiles of the demographic, socio-cultural, economic, environmental and organisational situation of each community targeted for the PROJECT
- (c) Review and revise the stakeholder engagement plan (SEP) for each community Programme. The SEP is to be dynamic and should be updated periodically, as necessary and will cover:
 - (i) stakeholder identification, and analysis to be undertaken;
 - (ii) stakeholder engagement program (e.g., information to be disclosed, format and communication methods; stakeholder consultation methods);
 - (iii) schedule for the various stakeholder engagement activities; and
- (d) Establish and train democratically elected community organisations for greater ownership, decision making, operation, management and maintenance of the climate smart irrigation facilities and farm access roads;
- (e) Develop Programme monitoring and maintenance plans through meaningful engagements, partnerships and communication between the PROJECT, relevant Ministries of the Government of Grenada (Agriculture, Social Development and Gender Relations, Youth and Education), Civil Society Organisations and the community organisations on issues relating to Programme development, implementation and monitoring, with the key purpose of sustainability of the Programmes;
- (f) Develop and implement gender responsive organisational capacity building and strengthening training programmes for community leadership, budgeting, Programme management and monitoring and the transfer of knowledge on climate smart agricultural practices;
- (g) Contribute to stakeholder's organisation and participation at all relevant levels, in accordance with the diverse needs of stakeholders (particularly women, small farmers and young persons) through participatory assessments, institutional mapping exercises; focus group discussions; community meetings and national consultations. Accurate record keeping of these engagements is required.
- (h) Establish and operationalise a Grievance Response Mechanism through participatory consultations among local communities, relevant stakeholders and the PROJECT, identifying potential grievances or Programme risks and their mitigation actions.

- (i) Must be the holder of a valid D-Class Drivers Licence with a clean driving record.

4. KEY DELIVERABLES

4.01 As part of the fulfilment of these responsibilities, the CDP shall deliver the following, based on schedule to be established:

- (a) Gender responsive community profiles for each community identified and targeted for the PROJECT Programme.
- (b) Stakeholder Engagement Plans and IEC Strategy for selected community under the PROJECT.
- (c) Records of community engagements held under the grievance response mechanism.
- (d) Monthly and quarterly progress reports, including key performance indicators to be established with MOFE, and acceptable to CB.
- (e) Community organisational capacity building and training plan for Programme implementation, monitoring, maintenance and the transfer of knowledge on climate smart agricultural practices;
- (f) Community management and maintenance plans for the good use and sustainability of the climate smart irrigation facilities and farm access roads

5. DURATION

5.01 The consultancy is expected to last not more than 18 months from the date of contract signing.

6. REPORTING

6.01 CDP will be located in the PROJECT, MOFE, and will report directly to the Programme Manager.

6.02 The CDP will furnish monthly and quarterly reports, providing details of activities completed under the SEP and PROJECT.

7. QUALIFICATIONS AND EXPERIENCE

7.01 The CDP must be a citizen or bona fide resident of CDB or IDB member countries. He/she must have a strong client-orientation and inter-personal skills with proven ability to work cooperatively with diverse groups and stakeholders and should possess the following minimum qualifications:

- (a) A University degree or equivalent qualification in the sociology, anthropology, community development or other relevant discipline.
- (b) Sound knowledge of community development, mobilisation and participation practices, Programme management, implementation and monitoring processes and public awareness campaign development and implementation.

- (c) A minimum of ten years' relevant experience encompassing rural communities, agricultural development, stakeholder engagement practice, gender-responsive approaches, community development practices, and social research using participatory research methods and approaches.
- (d) Ability to transfer knowledge, skills and experiences of organisational capacity development and Programme maintenance plans within the agriculture sector and rural communities.
- (e) Fluency in English (oral and written).