



**TERMS OF REFERENCE AND SCOPE OF SERVICES**  
**COMMUNITY DEVELOPMENT PRACTITIONER (CDP)**  
**Duty Station:** GCNA Business Complex, Kirani James Blvd, St. George

**BACKGROUND OF THE RURAL DEVELOPMENT UNIT**

The Government of Grenada has established a Rural Development Unit (RDU) in 2019 with the intention to initiate, facilitate, coordinate and act as a catalyst for the implementation of rural development programmes, leading to sustainable and improved standard of living in rural communities.

This Unit consist of two main Rural Development Projects; the Resilience Integration Programme Promoting Environmental Sustainability (RIPES) and the Basic Need Trust Fund (BNTF).

The specific objectives of the Rural Development Unit are;

- i. Provide comprehensive farm development support to small and medium farmers in a sustainable manner (climate smart) for improved livelihoods
- ii. Facilitate the development of rural enterprises and small industries for sustainable jobs in rural communities.
- iii. Increase job opportunities through training (skills development) for rural youths.
- iv. Facilitation of essential infrastructure development to support economic and social advancement.

**BACKGROUND OF THE RESILIENCE INTEGRATION PROGRAMME PROMOTING ENVIRONMENTAL SUSTAINABILITY (RIPES):**

The Resilience Integration Programme Promoting Environmental Sustainability (RIPES) is a grant-funded initiative implemented by the executing agency the International Fund for Agricultural Development (IFAD), in collaboration with the Government of Grenada (GOG). The Overall objective of the RIPES Programme is to increase the resilience of Grenadian farmers exposed to the impact of Climate Change, with a focus on enhancing the sustainability of the Food system, particularly in Cocoa agro-forestry landscapes. Under the RIPES programme, the Government of Grenada (GOG) is responsible for the execution of two main projects: *Enhancing the resilience of vulnerable small Island Communities to climate change Hazards* (ENRICH), funded by Adaptation Fund (AF), and *Advancing Transformative Agricultural Systems in Grenada through the Promotion of Integrated and Resilient Ecosystem approaches throughout the cocoa value chain* (ASPIRE), funded by the Global Environment Facility (GEF).

The ENRICH project objective is to reduce exposure and vulnerability to extreme climatic events and strengthen the adaptative capacity of vulnerable small-island rural communities. The project will achieve the stated objective through three outcomes:

- **Outcome 1.** - Vulnerable communities have improved access to sustainable use of water and to drought and hurricane-resistant infrastructure



- **Outcome 2.** - Vulnerable rural households and their most vulnerable members have greater capacity to adapt to climate change
- **Outcome 3.** - Improved capacity of local institutions and vulnerable communities to manage and share knowledge of climate adaptation and cope with adverse climatic shocks.

The ASPIRE project objective is to drive transformative change in the Grenadian agricultural system by creating a diversified, competitive, and climate-resilient cocoa value chain, that fosters sustainable and inclusive growth and poverty reduction in the country. The project will achieve the stated objective through the following outcomes:

- **Outcome 1.1** - Strengthened integrated watershed management in targeted catchments
- **Outcome 1.2**- Scaled up and enhanced ecosystem restoration in degraded cocoa landscapes through integrated land use planning and ecosystem service valuation
- **Outcome 2.1** - Enhanced vulnerable rural households' capacity to apply sustainable land management and adapt to climate change
- **Outcome 2.2** - Strengthened Market Access and Development along the Cocoa Value Chain
- **Outcome 3.1** - Strengthened Governance Framework and Risk Management capacities nationwide
- **Outcome 3.2** - Improved local, national and regional capacity for project monitoring and evaluation as well as knowledge management

### **BACKGROUND OF THE BASIC NEEDS TRUST FUND (BNTF) PROGRAMME:**

The Basic Needs Trust Fund (BNTF) Programme is a Regional grant-funded initiative of the Caribbean Development Bank (CDB) which started over 42 years ago and is now in its tenth phase. BNTF is one of the CDB's key instruments for addressing poverty reduction by providing access to basic public services through the provision of social and economic infrastructure and the development of skills to enhance employability, community management and engagement. The tenth phase of the BNTF Programme (BNTF 10) will continue to assist poor and vulnerable communities in nine BNTF Participating Countries (PCs), vis., Belize, Dominica, Grenada, the Co-operative Republic of Guyana, Jamaica, Montserrat, Saint Lucia, St. Vincent and the Grenadines and Suriname. The BNTF Programme also includes a Regional Coordination component which is managed by CDB and supports programme implementation and management, and monitoring and evaluation.

Each PC has an established Implementing Agency (IA), which reports to an executing ministry, and is responsible for the administration of sub-projects in the respective country. BNTF 10 focuses on three key sectors/areas: Education and Human Resource Development (including citizen security, youth at risk, livelihoods and micro-enterprise development); Water and Sanitation and Basic Community Access and Drainage. The construction of the sub-projects in



these sectors/areas ensures gender-inclusive participation by communities and transparency in community decision-making in the identification and priority setting process

### **OBJECTIVE:**

The Community Development Practitioner (CDP) will be responsible for providing continuous engagement with the rural communities, farmers' associations, male and female farmers, and youth, in relation to the design, development, operation, management and monitoring of the climate smart irrigation facilities and farm access roads under the Rural Development Unit.

### **REPORTING:**

The Community Development Practitioner (CDP) will be stationed at the main office of the Rural Development Unit (RDU) and will report directly to the Head of Rural Development (HRD). The CDP will be responsible for preparing monthly and quarterly reports, outlining details of the activities completed under the Stakeholders Engagement Plan (SEP) and the RDU's Annual Workplan and Budget (AWPB).

### **QUALIFICATION AND EXPERIENCE:**

The CDP must be a citizen or bona fide resident of CDB 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 University degree or equivalent qualification in the sociology, anthropology, community development or other relevant discipline.
- Sound knowledge of community development, mobilisation and participation practices, Programme management, implementation and monitoring processes and public awareness campaign development and implementation.
- 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.



- Ability to transfer knowledge, skills and experiences of organisational capacity development and Programme maintenance plans within the agriculture sector and rural communities.
- Fluency in English (oral and written).

### **SCOPE OF SERVICES/KEY FUNCTIONS AND RESPONSIBILITIES:**

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 projects under the RDU.
- 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 among RDU projects, relevant Government of Grenada ministries (eg. 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 RDU, identifying potential grievances or Programme risks and their mitigation actions.
- i. Must be the holder of a valid D-Class Drivers License with a clean driving record.

#### **KEY DELIVERABLES:**

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

- 1. Gender responsive community profiles for each community identified and targeted for the projects under the RDU.
- 2. Stakeholder Engagement Plans and IEC Strategy for selected community under the projects of the RDU.
- 3. Records of community engagements held under the grievance response mechanism.
- 4. Monthly and quarterly progress reports, including key performance indicators to be established with the RDU, and acceptable to CDB and other implementing partners.
- 5. Community organisational capacity building and training plan for Programme implementation, monitoring, maintenance and the transfer of knowledge on climate smart agricultural practices;
- 6. Community management and maintenance plans for the good use and sustainability of the climate smart irrigation facilities and farm access roads



**DURATION:**

This contract will be for an initial period of **twelve (12) months**, with the possibility of annual renewals thereafter, subject to satisfactory performance reviews.