



## TERMS OF REFERENCE

### Consultant for capacity needs assessment for greenhouse farmers

**Location:** Akkar, Lebanon

**Project Title:** AFDAL phase IV

**Coordinates with:** Project Coordinator

**Procurement Activity to be submitted by:**

**Deadline related to the posting:**

**Contact:** [careers@fairtradelebanon.org](mailto:careers@fairtradelebanon.org)

### SCOPE OF WORK

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#### 1- Summary

AFDAL project works towards enhancing resilience to climate change/shocks, productivity, access to market, and overall income generation opportunities within the food system in Akkar Lebanon. FTL is seeking a consultant to conduct a capacity needs assessment aiming to accurately identify the specific requirements of 100 greenhouse farmers and inform the development of targeted interventions to support their growth and development.

#### 2- Objective

AFDAL phase IV financed by WFP and implemented by Care International Lebanon and Fair Trade Lebanon, aims to enhance resilience to climate change/shocks, increase productivity, access to market, and overall improve employability and income generation opportunities within the food system in Akkar Lebanon.

FTL is looking for a consultant to conduct a capacity needs assessment in order to pinpoint specific gaps, challenges, and requirements faced by greenhouse farmers. Based on the comprehensive findings of this assessment, tailored support will be provided to each farmer, to enhance their knowledge in agriculture, finance, and marketing to ultimately boost their income and net profit.

#### 3- Duration and mission

The expert responsible for conducting the capacity needs assessment will commence activities in December by formulating the tool to be utilized. Subsequently, they will proceed with conducting the assessment involving 100 greenhouse farmers in Akkar area, during January 2024. The expert will report to the project coordinator at FTL and provide regular updates on progress, challenges, and achievements.

#### **4- Deliverables**

The main responsibility for an expert tasked with developing a capacity needs assessment for farmers would be to conduct thorough and detailed assessments of each greenhouse's farmer and open field farmer's specific requirements. This would involve:

- Coordinating with AFDAL team to develop a unified approach for needs assessments. This collaboration guarantees concise and standardized assessments through the project.
- Drafting two comprehensive needs assessments, one for greenhouse farmers and the other for open field farmers.
- Contacting farmers to set a schedule to visit the 100 greenhouses farmers to collect relevant data and information using KOBO through on-site visits and surveys.
- Analyzing the collected data along with the soil and water analysis tests provided by FTL, to identify the unique challenges, gaps, and requirements of each farmer.
- Preparing a comprehensive report of the findings such as follows:
  - Farmer profiles with their information and land details.
  - Crops owned by each farmer.
  - Analysis of their needs, weaknesses, and strengths.
  - Recommended tailored topics for coaching sessions based on the assessment findings with specifying the number of sessions required for each need (Business, Technical, Marketing...)
- Ensuring that the assessment process is conducted efficiently and effectively, meeting project timelines and objectives.

#### **5- Qualifications**

The expert should have the following qualifications:

- Bachelor's degree in agriculture, agribusiness, livestock or related field.
- Expertise in conducting needs assessments and developing work plans.
- Knowledge of innovative agricultural techniques and practices.
- Excellent communication and interpersonal skills.
- Ability to work independently and in a team.

#### **6- Skills**

He or she must have the following qualities and skills:

- Minimum of 5 years of experience in greenhouse and livestock farming.
- Experience in providing technical support to farmers (greenhouses and livestock).
- Strong pedagogical and synthesis skills.
- Proficiency in the English and Arabic languages as the assessment will take place in Arabic and the reporting in English.

## **7- Payment terms**

- The consultant will be paid on a monthly basis, with invoices to be submitted no later than the 25th of each month and payments will be processed within 15 to 20 business days, provided that all deliverables have been submitted.
- Payments will be made via bank cheques.
- All applicable taxes will be deducted from the Consultant's fees unless the Consultant is registered with the Ministry of Finance.

## **8- How to apply**

Applicants must include the following elements in their technical offer, without being exhaustive:

- Their CV
- Documents attesting to their references and service record
- Justification of the relevance of the methodology to be used

to: [careers@fairtradelebanon.org](mailto:careers@fairtradelebanon.org)

Only selected candidates will be contacted.