



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Consultant/PSA

Job Title: Junior agri-economics Consultant -Typology and Indicators to characterize agricultural holdings for improved policy formulation	
Division/Department: Land and Water Division, Natural Resources Management and Environment Department.	
Programme/Project Number: GCP/GLO/462/IFA Methodologies and pilots for a World Agriculture Watch – GCP/GLO/371/MUL WAW	
Location: Rome	
Expected Start Date of Assignment: 1 st march	Duration: 80 working days
Reports to: Marie-Aude Even	Title: Executive Secretary, World Agriculture Watch (WAW)

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

BACKGROUND

The structures of agriculture and related practices are changing in many regions of the world in response to market signals and other drivers more rapidly than before. These drivers may affect different types of agricultural holdings in different ways, notably according to their varying human, financial, physical, natural and social assets. Therefore, the diversity of holdings and their practices needs to be taken into account when formulating and implementing public policies, giving specific attention to the most vulnerable players, including women farmers and family based holdings.

In response to this rationale, the World Agriculture Watch (WAW) initiative has been set up in FAO, with initial support from IFAD, France and CIRAD. It aims at generating and disseminating better knowledge rural and agricultural transformations so that national and international stakeholders together may be in a better position to build related dialogue and design policy interventions, taking into account the specific stakes of the different types of farmers.

WAW will provide a global platform around a common methodology and services, in order to facilitate the acquisition and sharing of locally relevant and internationally-comparable data and information, in support of more evidence-based decision making on issues which influence agricultural transformations. It will notably rely on local based observatories documenting and bringing into dialogue such changes. In addition to being owned and useful for the specific countries, this would also provide, at the global level, a consolidated evidence-based knowledge base for designing policies, development programmes for rural poor, responses to food crises, etc. In order to do this in an internationally comparable manner, it will be necessary to develop some common methods including concepts, definitions and standards which could later be adopted at global level and integrated in statistical systems.

FUNCTIONS AND RESPONSABILITIES

Under the direct supervision of the World Agriculture Watch secretariat, the junior consultant (JC) will assist the WAW secretariat, with most of the time allocated to assist directly the senior consultant recruited to lead and coordinate the development and test of the core pillar of the WAW methodological framework, i.e. an international typology of agricultural holdings based on a core set of distinguishing and characterizing indicators, including notably labour, and covering the different assets of the sustainable livelihood framework. Such framework shall support improved policy formulation, taking into account specific stakes of the different types of holdings and enable further discussion and analysis related to sustainable development, food security, poverty, employment, sustainable natural resource management. Such typology development will be carried out in close collaboration with the FAO Statistics Division. Indeed, it will notably first be applied to existing statistics, notably agricultural censuses, which are the basis to know and monitor agricultural structural changes, and LSMS-Riga. It aims in the long run to support as well the development of guidelines for countries to use as part of their agricultural census planning and analysis efforts.

The junior consultant will be provided technical guidance and backstopping by the senior expert consultant as well by a small group of FAO-CIRAD colleagues when needed. He/she will need to facilitate a collaborative work involving a multidisciplinary support team involving notably FAO, IFAD and CIRAD relevant technical colleagues, notably within FAO, CIRAD) as well as three local observatory partners located in Vietnam, Madagascar and Nicaragua, closely supported by CIRAD and responsible to also provide contributions from local literature and views, tests and validation workshop with key stakeholders.

The specific tasks of the junior consultant include notably:

1. Support the WAW secretariat in preparation and proceedings of inception meetings

At the beginning of this project, 2 inception meetings will be organized to introduce the work and its participants, review and agree on overall plan of activities, overall expectations and immediate directions and guidance to elaborate draft typology. A first meeting would be internal, among the core implementation team (WAW secretariat, FAO and CIRAD main officers involved, consultants, observatories), the second will open up to overall inter-departmental FAO task force, IFAD and eventual other WAW members.

The junior consultant will notably be expected to facilitate logistic preparations, follow up invitation / process, gather needed material and prepare the minute of the meetings and their follow up.

2. Support collaborative Elaboration of a draft international typology and protocol

2.1. Preparatory work – literature review, consultations etc.

Under guidance and recommendations of the senior consultant, the junior consultant will i) conduct a thorough literature review including WAW proposal, existing national and international farm typologies and related literature, ii) conduct related experts/partners consultation and iii) review existing dataset to analyse available variables.

2.2. Support the Elaboration of first draft typology & associated core set of indicators

The junior consultant will assist the senior consultant to use preparatory work in Elaborating a proposed typology and associated core set of variables and indicators, justified and highlighting eventual differences with WAW proposal if any and including proposed protocol for testing and providing illustrations. Specific activities and deliverables may include i) A synthesis report will be prepared based on the preparatory work and includes recommendations and proposal for the typology, ii) comparison of typology proposed by senior consultant with WAW typologies and other proposals made under the review, iii) exploring feasibility by checking the availability of proposed variables along census and RIGA, iv) edition of report, preparation of executive summary, translation of summary into French or vice versa

2.3. Facilitate and support Review and finalization of draft typology based on consultation and validation meeting

Under guidance of the secretariat and senior consultant, i) organize and follow up consultation and review of proposal by WAW partners (email, individual follow up and clarifications, summary emails to restart discussions etc.); ii) Synthesise of consultations and main recommendations, iii) Assist senior consultant in revising draft typology and protocol and preparing associated PowerPoint; iv) organize validation meeting (invitations, material gatherings, logistic, minute and follow up etc.), v) Support Edition of final proposal of typology as well as translation of summary

3. Put in place internet tools and pages to facilitate collaborative work

Setting internet tools and platforms to facilitate collaborative work

To facilitate above mentioned consultation and involvement of partners, the WAW site will be updated and specific pages will be created so as to facilitate the sharing of relevant information along the typology work, key support document, as well as to facilitate sub/discussions (such as D-group or other tools) A forum of discussion could be relevant to take into account such a required wide range of views

4. Support initial Back stopping test of typology, core set of indicators & implementation report

Assist senior consultant in initial start of implementation and its backstopping to ensure the quality and comparability of the test implemented by the 3 observatories and a consultant on 3 other countries agricultural dataset (notably census and LSMS-RIGA), providing possible illustrations of the results (database, figures, tables, maps etc...). Such activity will notably include:

- Preparation of monthly video conferences involving observatories
- Facilitate communication with implementing partners, collating and synthetizing comments and transmitting to WAW secretariat and senior consultant where needed.

5. Assist WAW secretariat in overall coordination and other day to day tasks, as required

The junior consultant will be expected to provide short weekly brief recapping status of activities and compliance with overall work plan of activities. The JC may also perform other duties as required.

At the end of the period, according to achievements, progress and profile of the consultant, contract may be extended to continue overall support (further backstopping, review of reports, synthesis and lessons learnt from implementation and final report) and eventually include as such the implementation of the method on census and RIGA dataset of up to 3 countries.

KEY PERFORMANCE INDICATORS

Expected Outputs:	Required completion date
Output 1 Inception meeting and related proceedings	By 17 th march
Output 2:1 Synthesis report from exploratory phase	Within 1 month after signature
Output 2.2: inputs towards a Draft International Typology of Agricultural	Within 2 months

<p>Holdings and associated core set of indicators, based on corresponding literature and experts consultation</p> <p>Output 2.3: facilitation of review and validation, associated synthesis</p> <p>Output 3 Internet platform</p> <p>Output 4. Support initial backstopping (initial meetings and comments)</p> <p>Output 5. To facilitate supervision and project management, the junior consultant will also be expected to provide weekly short brief on activities implemented and planned, checking overall completion with calendar. A final report will also be provided recapping activities and work plan status:</p>	<p>Within 3 months</p> <p>Within 4 months</p> <p>Within 4 months</p> <p>Bi monthly and final report</p>
<p>REQUIRED COMPETENCIES</p>	
<ul style="list-style-type: none"> • Advanced degree in agricultural economics, At least Master with minimal knowledge in micro economy (farm analysis), agricultural policy (formulation, evaluation), statistics-quantitative analysis, project management, agricultural development, sustainable development • Field experience in agricultural development, farm surveys would be desirable, notably in different context / countries, • Capacities / experience to work along multi-cultural and multidisciplinary teams, and to facilitate collective collaborative effort. Experience in organizing meetings, consultations would be appreciated • Analytical and Writing skills (synthesis and analytical report) • Good practice of Microsoft office (word, excel, PowerPoint). Practice of internet site development, collaborative tools (forum, blog etc..) as well as Practice of analytical and statistics tools would be appreciated • Fluent in English (written, read, oral) and minimal working knowledge in French (notably ability to understand French documents and email). Spanish working knowledge would be appreciated to incorporate Spanish literature in exploratory phase 	
<p>SELECTION CRITERIA</p>	
<ul style="list-style-type: none"> • Degree of fulfilment of required competencies according to CV – PH form, and provided publications • Degree of motivation and insertion in the candidate curriculum, possible views of longer term collaboration being appreciated, with the consultant or within institution-network represented 	
<p>HOW TO APPLY</p>	
<p>You are first advised to read carefully the guidelines for applicants</p> <p>http://www.fao.org/fileadmin/user_upload/Employment/docs/Guidelines_to_Applicant_ENGLISH.pdf</p> <p>Other useful documents (download by following hyperlink by clicking on the title of document or send mail to waw-secretariat@fao.org):</p> <ul style="list-style-type: none"> - WAW current methodological framework, short version - WAW synthesis paper on agricultural transformations - Detailed draft terms of reference of the consultancy, providing further elements on articulation with work of observatories (by email upon request) <p>Please send your application to waw-secretariat@fao.org (the subject line of the message must include the title of the position – International Consultant on Typology and Indicators for agricultural holdings) within 15 February 2013 c.o.b, including the following documents:</p> <ol style="list-style-type: none"> 1) Completed FAO Personal History Form (available at: http://www.fao.org/fileadmin/user_upload/Employment/docs/Personal_History_Form.doc) 2) cover letter indicating your suitability and motivation as well as Short technical proposal on how proposes to undertake the work, showing further expertise and knowledge available, as well proposed implementation option <p>Only shortlisted candidates will be contacted.</p>	