



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

Terms of Reference for Consultant /PSA

Minimum number of years of relevant experience required: 1yr 5yrs 10+yrs

Name:			
Job Title: Senior Capacity Development Consultant			
Division/Department:	RNERD		
Programme/Project Number:	UTF/LIB/047/LIB Programme Management Unit.		
Location:	Cairo, Egypt		
Expected Start Date of Assignment:	asap	Duration:	44 days WAE (44 in Cairo, Egypt) with possible travel to Tunis.
Reports to:	OiC, FAO Libya	Title:	FAO-Libya

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

Under the direct guidance and supervision of the FAO Program Coordinator (PC) a.i, the operational supervision of the Senior Field Program Officer in RNE, the technical guidance of the Lead Technical Officers in RNE , SNE and the Lead Technical Unit Officer (Capacity Development) in Rome, in consultation with the National Program Coordinator (NPC), and in collaboration with relevant stakeholders, including the Chairman, Public Authority for Agriculture, Animal and Marine Wealth (Minister of Agriculture), the Senior Consultant undertake necessary reviews and analysis and will develop a concept note and prepare a draft project document on "Build and Strengthen National Capacities in Agriculture Sector in Libya".

The preparation of the concept notes and Project document will adhere to the results-based management principles of the FAO Guide to the Project Cycle and the format of its templates particularly the Concept Note and Project Document Templates. More specifically, the consultant will accomplish the following:

FIELD BASED (Egypt) DATA COLLECTION AND ANALYSIS (44 DAYS):

Undertake consultations and meetings with Lead Technical Officers in the Regional Office and FAO staff from Libya, SNE sub-regional Office and the FAO HQs. Based on the results of the above consultations/meetings, undertake the following tasks:

- 1) Describe the problem(s) that the proposed project will address, including history and causes as well as capacity (or lack thereof) issues. This will be done in close consultation with the LTOs involved in the formulation of the UTF projects as well as FAO-Libya Team [Project Document Section 1.1.1 Rationale]
- 2) Develop a Logical Framework Matrix (LFM) to establish the expected results that the project will achieve i.e. the proposed overall impact (goal), the outcome and the planned outputs. Using the previously formulated logical framework matrix (LFM), describe the results chain as follows: Impact (clearly present the Impact (Development Goal) to which the project will contribute; Outcome (present the specific Outcome that the project will work to achieve. Please note that there should only be one Outcome in FAO projects; Outputs which the project is expected to accomplish; and Assumptions (list assumptions identified at the outcome and output levels and provide any useful

context related to their relevance for the achievement of project results). [Project Document Section 1.2 EXPECTED RESULTS: 1.2.1 Impact; 1.2.2 Outcome and 1.2.3 Assumptions and the Project Document Appendix I FAO Logical Framework Matrix];

- 3) In consultation with the Lead Technical Officers (Focal Points) and the stakeholders, build the project work plan based on the LFM and listing of all the activities required to complete each output, the time it will take to complete each activity and the timing and relationships between the activities. This can help estimate duration of the project and it can be used to reorganize the project to keep its completion on track and ensure that deliverables are ready on time. The output activities should include the details of the capacity development: for individuals (locations, costs, duration, qualification/level, and number of targeted attendees); for Institutions (ToT); Define selection criteria of the targeted trainees. [Project Document Appendix II Workplan];
- 4) Propose the strategy behind the project and explain how it will contribute to the five sub-programmes (Planet Resources, Livestock, Fisheries, Agricultural Natural Resources, and Enabling Environment) and the overall UTF programme in Libya. Define what methodology will be used to ensure stakeholder participation and ownership. Discuss any other methodologies that will be used to ensure that the defined activities are successfully realized. If necessary, define who will do what, when, where, and why. [Project Document Section 2.3.2 Strategy/Methodology];
- 5) Identify and estimate all required inputs into the project including Technical Support Services (nature/type and timing and by whom to be provided), consultants (international and national), while ensuring that (a) food safety component and AMR are covered; (b) comments provided by the Lead Technical Division on Fisheries and Aquaculture Department are reviewed and incorporated [Project Documents Sections 2.3.3 Technical Support and 2.3.4 Government Inputs];
- 6) Undertake Initial Environmental Review (IER) using the "Guidelines for FAO Field Projects" to determine the potential positive and negative environmental and social impacts that may arise from project implementation, if any. And document results of the review in the Environmental and Social Review Form (ESRF). Design and incorporate appropriate prevention, mitigation, management and monitoring measures in order to avoid potential environmental and social impacts of the project as detailed in FAO's Environmental Impact Assessment [Project Document Section 2.2 ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT (ESIA)];
- 7) Assess project sustainability as appropriate taking into consideration the following defining factors: Capacity Development; Environmental and Social Sustainability; Gender Equality; Human Rights Based Approaches (HRBA, including Right to Food, Decent Work); Financial/Economic viability [Project Document SECTION 3 - SUSTAINABILITY OF RESULTS: Capacity Development, Environmental and Social Sustainability; Gender Equality; Human Rights Based Approaches (HRBA, including Right to Food, Decent Work); Financial/Economic Viability];
- 8) Based on the above results and reviews and in coordination with the other FAO Technical Officers (focal points), draft and complete FAO standard concept note template for the projects "Build and Strengthen National Capacities in Agriculture Sector in Libya" in conformity to FAO template and standard quality criteria for endorsement and submit to FAO for review and comments [Annex 4: PROJECT IDEA AND CONCEPT NOTE TEMPLATE and Annex 5: FAO Project Concept Note-Guidelines for Formulators];
- 9) Revise the draft concept note to incorporate comments from the FAO team and submit revised acceptable version;
- 10) Draft the project document "Build and Strengthen National Capacities in Agriculture Sector in Libya" following the format of the FAO project document template and submit to FAO for review and comments [ANNEX 6: STANDARD PROJECT DOCUMENT TEMPLATE]; and Revise the draft report to incorporate comments received to submit a revised final version.

KEY PERFORMANCE INDICATORS

Expected Outputs:

- A Concept note prepared on project "Build and Strengthen National Capacities in Agriculture Sector in Libya".in conformity to FAO template for endorsement

Required Completion Date:

15 days from the commencement of the assignment

<ul style="list-style-type: none"> - A report prepared on specific sections of the project document on project "Build and Strengthen National Capacities in Agriculture Sector in Libya". Including Consolidated feedback from the Technical Units (Planet Resources, Livestock, Fisheries, Agricultural Natural Resources, and Enabling Environment) 	<p>45 days from the commencement of the assignment.</p>
<ul style="list-style-type: none"> - Submission of the final drafted project document which incorporates comments of the various stakeholders and technical Units. 	<p>60 days from the commencement of the assignment.</p>

REQUIRED COMPETENCIES

Academic Qualifications: Advanced university degree of equivalent in agriculture, agricultural education, rural extension, rural development with specific experience in capacity development.

Technical Competencies and Experience Requirements.

- 1) At least twelve years' experience in enhanced capacity development (CD) practices covering three dimensions of capacity development (including needs assessment and design of CD interventions, preferably with understanding of monitoring capacity development);
- 2) Solid understanding of agricultural innovation systems acquired through training or research practice;
- 3) Working experience in capacity development for innovation systems;
- 4) Leadership qualities, cross-cultural communication and team management skills;
- 5) Demonstrated ability to interact with other team members;
- 6) Knowledge of Arabic would be considered an advantage.

HOW TO APPLY

Interested applicants are required to create an online Personal Profile form (PPF) in iRecruitment.

To create the PPF, please follow the instructions available at: <http://www.fao.org/employment/irecruitment-access/en/>

The PPF should be sent via email to: Mohamed.Alansi@fao.org

Deadline for submission of your application: 17 June 2016.

Applications received after the closing date will not be given consideration. Only short listed candidates will be contacted.

If you need help, or have queries, please contact: iRecruitment@fao.org