



## FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

### Terms of Reference for Consultant ☐/PSA ☒

Minimum number of years of relevant experience required: 1yr ☐ 5yrs ☒ 12+yrs ☐

<b>Name:</b>	
<b>Job Title:</b> National Project Team Leader: Conservation Agriculture (CA) Specialist	
<b>Division/Department:</b> FRNAM	
<b>Programme/Project Number:</b> FMM/GLO/146/MUL	
<b>Location:</b> Windhoek, Namibia	
<b>Expected Start Date of Assignment:</b> 02 September 2021	<b>Duration:</b> 60 days WAE
<b>Reports to: Name:</b> Farayi Zimudzi	<b>Title:</b> FAO Representative in Namibia

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

##### Background

The Ministry of Agriculture, Water and Land Reform (MAWLR), with technical support from the Food and Agriculture Organization of the United Nations (FAO) and other partners developed and launched in March 2015 the 2015/16-2020/21 Comprehensive Conservation Agriculture Programme (CCAP), a framework for the coordinated implementation of Conservation Agriculture (CA) by all stakeholders in Namibia. In order to roll out the CCAP, FAO and MAWLR with financial support from the European Union (EU), implemented the Project entitled: "***Strengthening the capacity of farmers to manage climate-related risks in Northern Namibia***" (2015-2018). The project aimed at contributing to lowering the vulnerability of small-scale farmers in the northern regions of Namibia to the potential negative impacts of climate change through the promotion of climate-smart CA and complementary Good Agricultural Practices (GAPs) as an adaptation strategy. A technical cooperation project by FAO, and other complementary projects by other development partners, were initiated over the CCAP implementation period.

As a follow up the project, "***Strengthening Coordination, Scaling Up and Governance of Conservation Agriculture in Southern Africa (SUCASA)***" came into effect in 2019 with the aim of scaling up CA among smallholder farmers in Southern Africa including Namibia. This project is implemented in all 14 regions of Namibia and was developed as a contribution to the 2014, Comprehensive Africa Agriculture Development Programme (CAADP) Malabo declaration by African Heads of State, who committed to having 25 million farmers adopt climate resilient production systems by 2025, so as to ensure food and nutrition security. Among outputs of the project is knowledge management and harnessing of best practices in CA.

The MAWLR with support from the FAO now requires to undertake an review of the previous CCAP programme through the services of a National Project Team Leader: CA Specialist to coordinate the 2015/16-2020/21 CCAP end-of-programme review exercise, and lead the formulation process for the 2022-26 CCAP project document.

## **Expertise Required and Reporting Mechanism**

Under the overall supervision of FAO Representative in Namibia, direct supervision of the Assistant FAO Representative (Programme), the National Project Team Leader will be technically guided by the Project Coordinator and National Focal persons and Project Lead Technical Officer. The tasks to be carried out by the National Project Team Leader are as follows:

- Lead and provide technical input to the team of consultants (Review Specialist and Programme Development Specialist) to ensure that necessary outputs feed into, and are informed by one another.
- Assess the performance of the CCAP programme in terms of contribution towards the realization of the broader objectives through reviewing the implementation of planned programme activities, outputs and outcomes against actual results to date;
- Participate in field performance review visits and individual interviews and focus group discussions with key stakeholders/informants, including data analyses and interpretation;
- Revising and strengthening the draft programme document in relation to designing the theory of change according to MAWLR / FAO input and develop a results matrix / log frame;
- Undertake a landscape mapping as a base (to guide interventions) and produce a fully comprehensive analysis of impacts from climate change on agricultural productivity and land use management in the region(s) and propose a detailed interventions for the adaptive management using a variety of cost effective CA practices;
- Facilitate the stakeholder workshop and oversee the presentation outputs of the Review Specialist and Programme Development Specialist;
- Review the current legislative framework, and make recommendations for the most appropriate legislative and regulatory framework to support the adoption of the proposed interventions, activities or relevant changes.
- Consolidate inputs from the team of consultants, FAO, MAWLR and other stakeholders working on the various components of the study assignment and incorporate best fit practices which will be socially and culturally equitable, gender sensitive, ecologically effective, economically efficient and reflective of stakeholder needs and interests;
- Finalize the draft Comprehensive Conservation Agriculture Programme/Intervention (CCAP) and submit to MAWLR and FAO for comments;
- The Lead Consultant will be required after review report to facilitate the development of the new CCAP (workshop) and final write up of the new CCAP programme for 2022-2026, taking into account HIV and AIDS and Gender issues;
- Submit the new CCAP programme for Namibia (2022-2026) to FAO and MAWLR for approval;

## **MINIMUM REQUIREMENTS**

### ***National Project Team Leader should meet the following:***

- Qualified to the level of at least a Master's degree in Agriculture, Agricultural Engineering, Policy Development or related disciplines aligned to FAO mandate areas;
- At least 10 years of experience, with demonstrable capacity and knowledge of food security programme formulation and able to undertake complex agriculture-based review / particularly in agro-technologies and food security area.

- Good practical working knowledge of conservation agriculture, agronomy, mechanization and food security issues in Namibia in general, and in all 14 regions in particular;
- Exceptional skills in understanding and diagnosing complex agricultural / environmental or social issues and able to work in a culturally diverse environment and with local people;
- Experience in mainstreaming cross cutting issues (gender, HIV/AIDS, environment, youth empowerment and governance) at all levels;
- Ability to understand and appropriately respond to Government of Namibia requirements and guidelines for policy/strategy development.
- Extensive experience of working with international organisations and specifically in civil society engagement, community consultations, public programme or policy development, and institutional capacity assessment/review.
- Good oral and writing ability, with good command of written and spoken English;
- He/she must have actively facilitated similar assignment in Namibia /other countries;
- Experience in leading and managing a team of experts is required;
- Speaking more than two local languages will be an added advantage.

## KEY PERFORMANCE INDICATORS

### Expected Outputs:

	<b>Required Completion Date:</b>
1. Desk review and submission of methodology approach and Performance review tools	1. By 14 Sept. 2021
2. Participate in the programme review process and facilitate presentation of the draft review report (Workshop)	2. By 14 Oct. 2021
3. Facilitate consultation Workshop for the development of the programme	3. By 05 Nov. 2021
4. Facilitate Validation workshop	4. By 19 Nov. 2021
5. Ensure submission of final reports to FAO and MAWLR for approval	5. By 26 Nov. 2021



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

Minimum number of years of relevant experience required: 1yr ☐ 5yrs ☒ 12+yrs ☐

<b>Name:</b>	
<b>Job Title:</b> National Consultant: Programme Review Specialist	
<b>Division/Department:</b> FRNAM	
<b>Programme/Project Number:</b> FMM/GLO/146/MUL	
<b>Location:</b> Windhoek, Namibia	
<b>Expected Start Date of Assignment:</b> 02 September 2021	<b>Duration:</b> 36 days WAE
<b>Reports to: Name:</b> Farayi Zimudzi	<b>Title:</b> FAO Representative in Namibia

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

**Background**

The Ministry of Agriculture, Water and Land Reform (MAWLR), with technical support from the Food and Agriculture Organization of the United Nations (FAO) and other partners developed and launched in March 2015 the 2015/16-2020/21 Comprehensive Conservation Agriculture Programme (CCAP), a framework for the coordinated implementation of Conservation Agriculture (CA) by all stakeholders in Namibia. In order to roll out the CCAP, FAO and MAWLR with financial support from the European Union (EU), implemented the Project entitled: "***Strengthening the capacity of farmers to manage climate-related risks in Northern Namibia***". (2015-2018). The project aimed at contributing to lowering the vulnerability of small-scale farmers in the northern regions of Namibia to the potential negative impacts of climate change through the promotion of climate-smart CA and complementary Good Agricultural Practices (GAPs) as an adaptation strategy. A technical cooperation project by FAO, and other complementary projects by other development partners, were initiated over the CCAP implementation period.

As a follow up the project, "***Strengthening Coordination, Scaling Up and Governance of Conservation Agriculture in Southern Africa (SUCASA)***" came into effect in 2019 with the aim of scaling up CA among smallholder farmers in Southern Africa including Namibia. This project is implemented in all 14 regions of Namibia and was developed as a contribution to the 2014, Comprehensive Africa Agriculture Development Programme (CAADP) Malabo declaration by African Heads of State, who committed to having 25 million farmers adopt climate resilient production systems by 2025, so as to ensure food and nutrition security. Among outputs of the project is knowledge management and harnessing of best practices in CA.

The MAWLR with support from the FAO now requires to undertake a review of the previous CCAP programme through the services of a National Project Team Leader: CA Specialist to coordinate the 2015/16-2020/21 CCAP end-of-programme review exercise, and lead the formulation process for the 2022-26 CCAP project document.

### **Expertise Required and Reporting Mechanism**

Under the overall supervision of FAO Representative in Namibia, direct supervision of the Assistant FAO Representative (Programme), the Review Specialist will be technically guided by the Project Coordinator, National Focal persons and Project Lead Technical Officer. The tasks to be carried by the Review Specialist are as follows:

- Conduct a desk review and stakeholder consultations, including farmer and key informant interviews, in line with review expectations.
- Review the performance of the CCAP programme in terms of contribution towards the realization of the broader objectives through reviewing the implementation of planned programme activities, outputs and outcomes against actual results to date, and;
- Conduct comprehensive analysis of the pre- and post-project implementation understanding of the key concepts and principles of Conservation Agriculture (CA), Good Agriculture Practices (GAPs), and Resource-Conserving Technologies (RCTs), with a view to draw lessons learned on principles, concepts and practices that the farmers adopted and/or employ for optimum production and increased agricultural productivity;
- Review the level of establishment and regular functioning of the National and Regional CA Forums;
- Review the level of compliance of the deployed CA technologies to GAPs and related environmental regulations;
- Review the level of resource mobilization efforts and contributions made by Development Partners, public and private sector, Civil Society, etc.
- Evaluate the relevance and consistency of the CCAP overall goal and impact with the attainment of the National Agriculture Policy, HPP, and the National development Goals;
- Measure the factors influencing the achievement or non-achievement of the objectives
- Evaluate the cost-efficiency, timeliness and skills of the research and extension staff involved in the CCAP;
- Quantify and assess the CCAP impact on the targeted beneficiaries (youth, women, child headed households, etc.)
- Evaluate the CCAP sustainability through a social accountability lens;
- Review women and youth participation in the CCAP activities / trainings, etc;
- Produce a comprehensive report that provides, but not limited to, the following (maximum 30 pages excluding annexes);
  - ✓ Typology and effectiveness of CA, GAPs and RCTs promoted for smallholder, medium and commercial scale farmers;
  - ✓ Appropriateness of various extension approaches used in mobilizing, training, research, and technology adaptation, and effective farmer support models employed;
  - ✓ Potential impacts of CCAP to improve food security situation at household, community and national level, taking into account HIV and AIDS and Gender issues; and
  - ✓ Policy environment and institutionalization of CCAP (e.g CA, GAPs and RCTs), including national capacity (human, financial, infrastructure) to support up and out-scaling of CA, GAPs and RCTs.
  - ✓ To the extent possible, document, by drawing from the evaluation, key lessons learnt to inform future designs of similar interventions;
- Present the draft evaluation report to FAO/MAWLR and Stakeholders (workshop);
- Attend to comments that emerge from the stakeholders after submission the draft;
- Submit final evaluation report to FAO/MAWLR for approval.

### **MINIMUM REQUIREMENTS**

**Candidates should meet the following:**

- At minimum, a master Degree in Agriculture, Statistics, Economics, Sociology, and related disciplines aligned to FAO mandate areas.
- At least 8 years of experience, with demonstrable capacity and knowledge of project evaluation and able to manage complex evaluations, particularly in agro-enterprise and food security area.
- Good knowledge of conservation agriculture, agronomy and food security issues in Namibia in general, and in all 14 regions in particular.
- Good audience-oriented communication, teamwork and presentation skills.
- Ability to understand and appropriately respond to Government of Namibia requirements for policy/strategy development.
- Exceptional skills in understanding and diagnosing complex environmental or social issues and able to work in a culturally diverse environment and with local people.
- Experience in mainstreaming cross cutting issues (gender, HIV/AIDS, environment and governance).
- Experience in data collection, designing surveys and analysing data.
- Good oral and writing skills, with good command of written and spoken English.
- Speaking more than two local languages will be an added advantage.

**KEY PERFORMANCE INDICATORS**

The main deliverable will be a final review report, with a maximum size of 25–30 pages (including annexes) addressing the key components of the scope of the review. Additional deliverables during the review will be:

**Required Completion Date:**

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|--|---------------------|
| 1. Desk review and the development of methodology approach and performance assessment tools;   | 1. By 07 Sept. 2021 |
| 2. Submission of well-designed survey tool(s), including a structured questionnaire including a list of planned consultations, and a Work Plan (WP) for the review;            | 2. By 14 Sept. 2021 |
| 3. Conduct field performance review visits and individual interviews and focus group discussions with key stakeholders/informants, including data analyses and interpretation; | 3. By 07 Oct. 2021  |
| 4. Present draft review report and recommendations to key actors (workshop);   | 4. By 14 Oct. 2021  |
| 5. Submit final performance review report to FAO and MAWLR for approval.   | 5. By 22 Oct. 2021  |



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**Terms of Reference for Consultant ☐/PSA ☒**

Minimum number of years of relevant experience required: 1yr ☐ 5yrs ☒ 12+yrs ☐

<b>Name:</b>	
<b>Job Title:</b> National Consultant: Programme Development Specialist	
<b>Division/Department:</b> FRNAM	
<b>Programme/Project Number:</b> FMM/GLO/146/MUL	
<b>Location:</b> Windhoek, Namibia	
<b>Expected Start Date of Assignment:</b> 25 Oct. 2021	<b>Duration:</b> 24 days WAE
<b>Reports to: Name:</b> Farayi Zimudzi	<b>Title:</b> FAO Representative in Namibia

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

**Background**

The Ministry of Agriculture, Water and Land Reform (MAWLR), with technical support from the Food and Agriculture Organization of the United Nations (FAO) and other partners developed and launched in March 2015 the 2015/16-2020/21 Comprehensive Conservation Agriculture Programme (CCAP), a framework for the coordinated implementation of Conservation Agriculture (CA) by all stakeholders in Namibia. In order to roll out the CCAP, FAO and MAWLR with financial support from the European Union (EU), implemented the Project entitled: "***Strengthening the capacity of farmers to manage climate-related risks in Northern Namibia***". (2015-2018). The project aimed at contributing to lowering the vulnerability of small-scale farmers in the northern regions of Namibia to the potential negative impacts of climate change through the promotion of climate-smart CA and complementary Good Agricultural Practices (GAPs) as an adaptation strategy. A technical cooperation project by FAO, and other complementary projects by other development partners, were initiated over the CCAP implementation period.

As a follow up the project, "***Strengthening Coordination, Scaling Up and Governance of Conservation Agriculture in Southern Africa (SUCASA)***" came into effect in 2019 with the aim of scaling up CA among smallholder farmers in Southern Africa including Namibia. This project is implemented in all 14 regions of Namibia and was developed as a contribution to the 2014, Comprehensive Africa Agriculture Development Programme (CAADP) Malabo declaration by African Heads of State, who committed to having 25 million farmers adopt climate resilient production systems by 2025, so as to ensure food and nutrition security. Among outputs of the project is knowledge management and harnessing of best practices in CA.

The MAWLR with support from the FAO now requires to undertake a review of the previous CCAP programme through the services of a National Project Team Leader: CA Specialist to coordinate the 2015/16-2020/21 CCAP end-of-programme evaluation exercise, and lead the formulation process for the 2022-26 CCAP project document.

### **Expertise Required and Reporting Mechanism**

Under the overall supervision of FAO Representative in Namibia, direct supervision of the Assistant FAO Representative (Programme), the Programme Development Specialist will be technically guided by the Project Coordinator, National Focal persons and Project Lead Technical Officer. The tasks to be carried by the Programme Development Specialist are as follows:

- Conduct a desk review by drawing lessons from CCAP review report, stakeholder consultations, including farmer and key informant interviews, in line with assignment expectations to inform programme design.
- Conduct a situational analysis by reviewing relevant documents including Vision 2030, National Development Plans, Harambee Prosperity Plans etc), agricultural policies, strategies, programmes, implementation plans and other relevant national development frameworks. The analysis is done in view of assessing the logical flow between the identified priorities and interventions for CCAP with the concerned Government's plans and policies;
- Conduct a comprehensive analysis of the pre- and post-project implementation, understanding of the key concepts and principles of Conservation Agriculture (CA), Good Agriculture Practices (GAPs), and Resource-Conserving Technologies (RCTs), with a view to draw lessons learned on principles, concepts and practices that the farmers adopted and/or employ for optimum production and increased agricultural productivity;
- Draw key lesson from the Review performance of the CCAP programme in terms of contribution towards the realization of the broader objectives through reviewing the implementation of planned programme activities, outputs and outcomes against actual results to date, and;
- Building on the agreed Review report, develop a CCAP Programme/Intervention encompassing sustainable technologies and practices such as Conservation Agriculture addressing productivity and incomes, adaptation and building the resilience of farming households.
- Recommend appropriateness of various extension approaches to be used in mobilizing, training, research, and technology adaptation, for effective farmer support models to be employed, and
- Potential impacts of CCAP to improve food security situation at household, community and national level, taking into account HIV and AIDS and Gender issues; and
- Policy environment and institutionalization of CCAP (e.g CA, GAPs and RCTs), including national capacity (human, financial, infrastructure) to support up and out-scaling of CA, GAPs and RCTs.
- Present the draft programme to FAO and Stakeholders (workshop)
- Attend to comments that emerge from the stakeholders after submission of the drafts documents.
- Submit CCAP document to FAO/MAWLR for final approval.

### **MINIMUM REQUIREMENTS**

#### ***Candidates should meet the following:***

- At minimum, a Master Degree in Agriculture, Agricultural Economics, Sociology, and related disciplines aligned to FAO mandate areas;
- At least 8 years of demonstrated experience with programme formulation, the UN Programming Processes, or Government corporate or sectoral planning systems';
- In country or regional experience with the different Government authorities in agriculture, lands, fisheries, environment or rural development.
- Good knowledge of conservation agriculture, agronomy and food security issues in Namibia in general, and in 14 regions in particular.

- Exceptional skills in understanding and diagnosing complex agricultural or social issues and able to work in a culturally diverse environment and with local people.
- Ability to understand and appropriately respond to Government of Namibia requirements and guidelines for policy/strategy development.
- Extensive experience of working with international organisations and specifically in civil society engagement, community consultations, public programme or policy development, and institutional capacity assessment/review.
- Experience in mainstreaming cross cutting issues (gender, HIV/AIDS, environment and governance).
- Good oral and writing skills, with good command of written and spoken English.
- Experience in thorough analysis and skill in writing.
- Previous experience with CA programme development will be an added advantage.

#### KEY PERFORMANCE INDICATORS

The main deliverable will be the final CCAP programme/Intervention document for Namibia (2022-2026), with a maximum size of 25–30 pages (including annexes). Additional deliverables during the assignment will be:

1. Desk study/review of the Evaluation report/draft CCAP programme
2. Consultation Workshop for the development of the programme
3. Validation workshop
4. Final document

#### Required Completion Date:

1. By 29 Oct. 2021
2. By 05 Nov. 2021
3. By 19 Nov. 2021
4. By 26 Nov. 2021

**Closing date to apply: 12 August 2021**