

Local Initiatives for Biodiversity, Research and Development (LI-BIRD)

Position title :	Technical Assistant
Level/Grade:	4
Name of the project:	Scaling up climate-resilient agriculture for sustainable livelihood of smallholder farmers in Nepal (CRA) Phase II
Duty Station:	Sindhupalchowk
Supervisor/Reports to:	Sustainable Agriculture Officer
Position description:	New ✓
	Revised
	Date: May 2023

Background:

“Scaling Up Climate Resilient Agriculture for Sustainable Livelihood of Smallholder Farmers in Nepal (CRA) Phase II” is being implemented in Sindhupalchowk and Kaski districts in Nepal with funding support from Bread for the World (BftW), Germany. The project promotes an agroecological farming approach with an aim to contribute to sustainable livelihoods and build resilience of smallholder and women farmers in Nepal. The project promotes an agroecological farming approach that utilizes and promotes crop diversity, improves soil health, conserves and sustainably utilizes water and other natural resources, maximizes utilization of local resources and empowers women, indigenous communities and smallholder farmers.

JOB SUMMARY

The Technical Assistant reports to the Sustainable Agriculture Officer and will be primarily responsible for implementing day to day field level activities for the project. The Technical Assistant needs to work closely with farmers and their groups/cooperatives, local government and market actors to plan, implement and coordinate the project activities at the community level.

KEY RESPONSIBILITIES AND TASKS

1. Project planning, Implementation

- Support project team to prepare an annual work plan and budget in line with the project objectives and outputs.
- Conduct community level scoping exercises for identifying gaps and opportunities in the promotion of climate resilient and ecological agricultural technologies and practices identified by the project.
- Provide material support to beneficiaries based on the needs.
- Organize/facilitate farmers' groups during monthly meetings, exposure/cross learning visits and conduct training on agroecology and climate resilient agriculture related topics.
- Provide capacity building training and technical support to farmers on climate resilient technologies and practices, agroecological farming approach, ecological plant protection measures, cooperative support, irrigation infrastructure, nursery establishment and management, seed production of various crops and farm-based income-generating activities.
- Supervise, mobilize and support Social Mobilizers for day to day implementation of field activities.
- Work in close coordination with farmers' groups, cooperatives, ward office, municipal government and other relevant stakeholders.

2. Monitoring and supervision of the field activities

- Conduct field visits for supervision and monitoring of field activities on a regular basis and report to supervisor(s).
- Ensure the timely implementation of the project's activities at field level with the required quality and number.
- Ensuring that the field activities are on the right track as per the annual work plan, budget and in alignment with the project documents.
- In case of any deviation in the field activities or challenges faced during implementation report to the supervisor immediately.
- Ensure field level data are kept intact, accurate and submitted on time.

3. Data collection, Synthesis and Report writing.

- Collect and compile demographic, agriculture-related activities, farmers' groups and local institutions related information of the working area from the relevant sources for planning and implementation of project activities.
- Collect site-level data and information for monthly, quarterly, semiannually and annual progress reports in the given format and submit to the supervisor in a timely manner.
- Share the good practices and lessons learned within the project team.
- Provide updates to supervisor and project team members on the general situation of the site and implementation of the project activities on a regular basis.

- Document good practices and success/change stories and share with the supervisor.

4. Communication, Linkages and Networking

- Build and maintain a good relationship with individual farmers, groups, cooperatives, ward office, municipal government, like minded organizations, value chain actors, other local stakeholders and project team members.
- Share project information and progress with the community and ward office, municipal government and other local-level stakeholders in a timely manner and in a transparent way in consultation with the supervisor and project team members.
- Help in creating congenial working environment at the local level and ensuring in finding the appropriate solutions to potential conflicts in a timely and agreeable manner.
- Coordination with Municipal government, I/NGOs and CBOs and other stakeholders working in the area for building synergy, leveraging resources and avoiding duplication.
- Maintain regular contact, coordination and consultation with supervisor and Social Mobilizers.

Education and Experience: Intermediate or JT/JTA degree in Agriculture (Plant Science) with three years of work experience in a rural setting.

COMPETENCIES AND PERSONAL SPECIFICATION

The skills, abilities, experiences and knowledge outlined below provide a summary of what is required to carry out this job effectively. They also form the selection criteria on which the decision on who to appoint will be made:

- Skill in social mobilization and communication;
- Willingness to stay and work in a rural area populated with poor and disadvantaged groups and ability to adapt in difficult field situations;
- Ability to meet reporting deadlines and implement field activities as per detailed implementation plan;
- Good fluency in written and spoken Nepali, Skills in English will be an added advantage;
- Basic computing skills including skills in MS Office, and using email and internet;
- Excellent attention to details including proactiveness, creativity and reliability;
- Understanding of relevant local socio-cultural context;
- Team building, analytical and problem-solving skills; and
- Candidates with valid motorbike/scooter driving license are preferred.