

Position title :	Technical Assistant
Level	4
Name of the project:	Integrated Resources Management of Water and Ecosystem in Central hills of Nepal
Duty Station:	Begnas (Pokhara)
Supervisor/Reports to:	Project Officer
Position description:	New ✓
	Revised
	August 2023

**PROJECT BACKGROUND**

‘Integrated Resources Management of Water and Ecosystem in Central hills of Nepal’ project is being implemented by Kanchan Nepal and LI-BIRD in Kaski district with financial support from International Rainwater Harvest Alliance from July 2023 till June 2026. The project aims to improve community resilience by restoring ecosystem functionalities, enhancing water availability and integrating agricultural practices for the sustainable management of natural resources.

**JOB SUMMARY**

The Technical Assistant shall report to the Programme Officer and will be primarily responsible for implementing day to day field level activities for the project. The Technical Assistant will work closely with individual farmers, groups, cooperatives, youth, local government and relevant stakeholders to plan, implement and coordinate the project activities at the community level.

**KEY RESPONSIBILITIES AND TASKS**

**1. Project planning, Implementation**

- Assist project team to prepare the project’s detailed implementation plan 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 need-based training to enhance the technical skills of farmers to support them in nature based solutions, agroecological farming, agrobiodiversity conservation and promotion.
- Provide material support to producers based on needs (drip irrigation, rainwater harvesting, Multi-use system, seed and planting materials).
- Establish and strengthen community-based groups and cooperatives by providing training on quality seed production, handling, and marketing.

- Conduct awareness raising and capacity building activities at the local level regarding climate-resilient agriculture, water resource management and agroecology.
- Provide technical backstopping to others staff working in the project sites.

## **2. Monitoring and supervision of the field activities**

- Conduct field visits, supervise and monitor the field activities on a regular basis and report to the supervisor.
- Ensure the timely implementation of the project's activities at the field level.

## **3. Data collection, Synthesis and Report writing**

- Collect and compile necessary data from the field as required for the report and as directed by the supervisor.
- Share the learned lessons within the project team and across projects.
- Document good practices and success stories.
- Prepare site level monthly, quarterly and annual progress reports in the given formats and submit to the supervisor in a timely manner.
- Provide updates to supervisor and project team members on the general situation of the site on a regular basis.

## **4. Communication, coordination, Linkage, and Networking**

- Build and maintain a good relationship with individual farmers, beneficiaries, groups, cooperatives, local stakeholders and the project team.
- Share project information and progress with community and local level stakeholders.
- Work in close coordination with the value chain actors, local partners, local government offices and relevant stakeholders.
- Facilitate the linkage, coordination and networking of the value chain actors, facilitator, the private sector, seed companies and stakeholders.
- Coordination and linkage with Municipality/Rural Municipality, I/NGOs and CBOs working in the area for building synergy, leveraging resources and avoiding duplication.

**Education and Experience:** 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:

- (a) Skill in social mobilization, communication, and coordination;
- (b) Ability to provide training in sustainable agricultural production technology;
- (c) Knowledge of agroecology and value chain;
- (d) Conceptual clarity on cooperative management and institutional development; and
- (e) Basic computing skills including skills in MS Office, email and internet.
- (f) Fluency in both writing and Speaking in Nepali.