



Association Rwandaise pour la promotion du Développement Intégré
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Terms of reference to recruit two Project Field's officers

Under the EU project, titled **Sustainable Food Production for Poverty Reduction in Rwanda**, Concern Worldwide in partnership with the local CSO **Association Rwandaise pour la promotion du Développement Intégré (ARDI)**, will implement the project activities with targeted groups of 7,000 individuals from **1,400 households (HHs)** living in extreme poverty in the **Districts of Gisagara and Nyaruguru in Southern Province**, over a total of **48 months**.

The overall objective of the action is to **strengthen local markets and improve food and nutrition security in Rwanda**. This will be achieved by **enhancing local food production and availability of nutritious food, through promoting gender and environmentally inclusive agriculture value chains in Southern Province, Rwanda**.

Three outputs will support this outcome. Targeting smallholder farmers living in extreme poverty, the action will increase the **availability** of food for consumption at HH level and selling at local markets (output 1); and improve their **access** to food, agricultural markets, financing and finance systems (output 2). Nutrition and gender transformative programming to improve the **utilisation** of food produced through a combination of outputs 1 and 2 will contribute to enhancing food and nutrition security in the targeted communities (output 3). The **stability** of food and nutrition security gains made through the action will be supported across all outputs.

The objectives of the action closely align with the objectives outlined in the call for proposals to **improve food and nutrition security as well as food systems resilience in Rwanda through supporting socially and environmentally inclusive agricultural value chains at local level**. The proposed action will seek to support the call's objectives by addressing the four pillars of food security – namely availability, access, utilisation and stability. These interconnected and mutually reinforcing pillars provide an effective framework for achieving the action's objectives.

It is in this regard that ARDI would like to recruit 2 Field Officers who will be based in Gisagara and Nyaruguru districts. The contract is for 1 year and will be renewable according to program budget availability.

Major responsibilities for the Field Extension Officer:

- The Field officer will facilitate the implementation of project activities, events, and monitor activities and performance progress within the area according to the approved implementation work plan;

- Serve as the project liaison in the area and support the process of project beneficiaries' identification and enrolment;
- Organise and supervise the plots identification and the establishment of Farmer Field Learning Schools (FFLS) and tree nurseries;
- To organise a training of Trainers (ToTs) on Climate Smart Agriculture (CSA), Agri-nutrition, agroforestry and environmental protection and enhancement for Agribusiness trainers;
- Build capacities of Agribusiness trainer to increase production of beneficiaries on FFLS plots and at household level;
- Support and organize environmental awareness-raising sessions to 1,400 targeted HHs at group level through the same FFLS groupings already established and in the community in general;
- Support the production of agro forestry trees at nursery on FFLS level by group member at FFLS level and ensure their plantation by target beneficiaries and their neighbours;
- Reinforce the capacity of project beneficiaries to work in viable and functional Agri-value chain structure;
- Prepare quality reports and ensure timely submission to Executive secretary of ARDI;
- Regular monitoring of Agribusiness trainer's activities at FFLS and household level
- Work closely with Concern staff for the project for the regular monitoring and evaluation;
- Collaborate and work with local leader and other relevant project stakeholders.

Qualifications, skills and condition required

- Having a Bachelor's degree in Agriculture, Agroforestry, Rural development;
- Having management skills with the ability to prioritization;
- Having a minimum experience of at least 2 years of working community especially working with vulnerable groups in agri nutrition, environment, job creation, rural financing, farmer's organization in cooperatives and market linkages;
- Having strong and proven oral and written communication skills in English, Speaking and writing French would also be an advantage;
- Advanced computer skills in Microsoft word, Advanced excel, and PowerPoint;
- Having a valid driving License (Class A);
- Be available and ready to start immediately with mid-September 2023.

Application Process

The Candidates will submit an expression of interest to ARDI at (info@ardirwanda.org) and copy to (musabpat@yahoo.fr) before **14 September 2023 at 5PM**. The expression of interest should include the following:

- A letter of motivation addressed to the Executive Secretary of ARDI.
- Updated curriculum vitae that clearly spells out qualifications and experience in relation to this assignment;
- Copy of diploma;
- Copy of driving;
- Copy of certificate of the last employer.

The following program will be respected:

- **15th September 2023:** The selection and notification of candidate who will pass the test (writing and interview);
- **19th September 2023:** Writing and interview exam and publishing the winner.



N.B

- Only complete applications will be accepted and only shortlisted candidates will be invited for an interview and/or written test;
- Female candidates fulfilling the required conditions and qualifications are encouraged to apply.

Done at Kigali, on 4th September 2023

NKESHIMANA Alphonse

Legal Representative of ARDI

