 

**Farmer to Farmer East Africa**

**Volunteer Assignment Scope of Work**

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| **Assignment Summary** |
| **Assignment Code** | **TZ112** |
| Country | Tanzania |
| Country Project | Grains |
| Host Organization | Caritas Songea |
| Assignment Title | Developing standardized training modules on Farming is business  |
| Assignment objective | Develop a standardized training manual /module for “Farming is business training” that will be adopted for training other beneficiaries across East Africa region  |
| Desired skills | Agribusiness development expert(s) with practical experience equipping smallholder farmers with farming is business skills |
| Assignment dates | From 2017 Onwards  |

1. **Background**

The Farmer-to-Farmer (F2F) East Africa program is a program that uses short-term US volunteer expertise to assist small holder farmers and small scale processors in East Africa to improve their agricultural business practices through volunteer assignments conducted with host organizations. For Tanzania, Catholic Relief Services’ F2F project objective is to support low-income smallholder farmers to improve access and utilization of markets and credit to broaden their participation in the maize, beans and rice value chains as producers and service providers.

The grains value chain is a main target for the CRS F2F to channel technical assistance because maize, rice and beans are key food staples for most Tanzanians. Strategic interventions in these value chains also have great potential to contribute to USAID goals; in this case, the goal of sustainably reducing poverty and food insecurity by increasing productivity and profitability of maize, beans and rice crops. The key challenges experienced by small scale grains farmers include limited access to market information, poor pricing, limited access to agricultural credit for farm inputs, and poorly organized, low-functioning farmer associations/cooperatives.

Our host for this assignment is the Caritas Development Office, Songea. It is a coordinating and facilitating body of the Catholic Diocese of Songea, CRS F2F host and a partner implementing Soya ni Pesa Program, a USDA funded program implemented by CRS in partnership with other local organizations.

1. **Issue Description**

The Farmer-to-Farmer program has completed several assignments in Tanzania and in the region, all dubbed ‘farming as a business’ and most recently ‘farming as a family business’. This training changed the livelihoods of some of the farmers as they began to appreciate that ‘farming is business’ following their enhanced skills in record keeping, cost benefit analysis, enterprise selection among others. Despite some of these achievements, many farmers are yet to practice these learning due to several factors;

* Each volunteer designs their own training modules/guides since there are no standardized guidelines for training. Because of this, the target beneficiaries receive different packages and while some beneficiaries are well trained and equipped with relevant ‘farming as a business skills’, others are not as fortunate and therefore have not fully exploited this knowledge for their benefit

* Volunteers that have completed assignments did not leave specific training guides that can further be replicated and used for training others. This is partly because this was not highlighted as a key deliverable
* Trainers often lack the required adult training skills while farmers are also at different literacy levels; some literate, semi-literate and others illiterate. This complicates the delivery methods when the various members are grouped together. This is particularly so when coupled with translation where the training content is lost by the translator

Smallholder farmers in Tanzania and the East Africa region predominantly engage in farming primarily for food security, and only the excess is taken to the market. Most farmers have realized that farming is a viable and profitable business. The practical training guides/manual will address the gaps addressed above, and it will be adopted as the standard manual to be used across by CRS in the region.

1. **Objectives of the Assignment**

The main objective of this assignment is to develop standardized training guide/manual for ‘farming is business’ which will be used as standard training guide for training farmers by subsequent volunteers. This assignment will also equip small holder farmers with agribusiness management knowledge and skills in record keeping, planning, risk management and market analysis, cost benefit analysis etc. to enable them to conduct farming as profitable business and to build the capacity of farm families to work together in managing the farming businesses for greater productivity and prosperity through inclusion of women in the decision-making process.

To accomplish this, these are some suggested volunteer training activities;

**Introduction and concepts of farming as a family business** – what is a business? Key principles of businesses, the farmer as an entrepreneur, importance of farming as a family business, decision making at the family level etc.

**Planning a farm business** – why plan? Guidelines for successful planning, the planning process and examples of farm plans

**Farm record keeping –** why keep records, general principles of record keeping, types of farm records. Where possible, the volunteer may include guidelines for record keeping for the semi-literate and illiterate farmers

**Farm business finance management** – farm budgeting, uses of farm budgets, components, developing a farm budget, accessing finance for farming business etc.

**Risk management in Farming** – understanding risk and uncertainty, risks associated with farming businesses, risk management measures at the farm level etc.

**Marketing** –understanding marketing concepts, marketing decision making at the family business, identifying buyers and market channels, contract farming etc.

This list is not prescriptive nor is it exhaustive. It is expected that the volunteer will be the ‘subject matter specialist’ and will therefore modify the training guide appropriately to include other important subjects, while merging or deleting some. It is also expected that the manual /training guide will have the trainers’ notes so that any users will have a standard approach to training

The volunteer will pretest the manual with the selected soy ni pesa project farmers at Caritas Songea.

**Host contribution** – In addition to supporting CRS efforts in the evaluation conducted and needs assessment for this scope of work, Caritas will coordinate the field work using its extension support system. The host will also cost share on transport to the various sites as necessary and support in the translation that will be required.

1. **Anticipated Results from the Assignment**

The primary immediate anticipated result of the training is improved knowledge of operating small scale farms as small business rather than the current way of doing it as subsistence. The farmers will improve their ability to plan farming activities, allowing them to fetch better prices in the market. Building on the collective efforts already started on input procurement and marketing the groups are expected to strengthen on the cooperative movement, eventually functioning as strong farmer cooperatives. Women participation in all aspects of decision making is expected to enhance contributing to more efficiency. All the above will contribute to improved income and a higher level of resilience for farmers and their families.

1. **Schedule of Volunteer Activities in Tanzania**

The volunteer will be expected to spend about 21 working days on the assignment, firstly reaching out to the existing farmers to understand the farmer situation and dynamics, conduct /verify the learning needs assessment with the target trainees and then refining the teaching /learning material. Following this, the volunteer working with the Caritas field staff will finalize the training modules followed by field testing of the manual.

1. **Desirable Volunteer Skills**

The volunteer will have good skills on small holder farmer agribusiness development with some experience and knowledge of the African farming systems. More specifically the volunteer should have the following attributes;

* Expertise in farming for profit for small holder farmers
* Formal qualifications in agribusiness development, farm business management, agricultural development or production economics
* Wide experience in agribusiness extension related to developing market-oriented smallholder agriculture in developing countries
* Other beneficial skills may include experience in training, extension and communication methods and excellent hands-on experience in assessing target group needs with rural audience
1. **Accommodation and Other In-Country Logistics**

In Dar es Salaam the volunteer will stay at the Amariah Boutique Hotel; Tel: +255 22 2701787/

+255 22 2774970 Mobile: +255 789 471461 /+255 712 471461 Email: info@amariah.co.tz / reservations@amariah.co.tz <http://www.3star.co.tz/AMARIAH/MIKOCHENI/index.html>

while in Songea city, the volunteer will stay at an appropriate hotel (details to be communicated later). All logistics will be organized by CRS and host. All proposed facilities in Dar es Salaam and Songea city have basic amenities of water, electricity, self-contained rooms, wireless internet access and/or modem and have reliable security. CRS will pay for hotel accommodation, and provide volunteer with per diems to cater for meals and other incidentals. CRS will also facilitate daily transport for the volunteer as needed for the successful completion of the assignment as well as ensuring availability of a competent translator when required.

1. **Recommended Assignment Preparations**

As part of preparation for the work ahead the volunteer should familiarize with USAID Feed the Future program, the EARO and Tanzania F2F grains program proposal and scope of work for this assignment. The volunteer will also be advised to review volunteer SOW; assignment reports and any training notes used for similar training conducted by previous volunteers. Contacts for such volunteers will be provided to the volunteer once identified. It is also advisable that the volunteer read and familiarize with Tanzania, its development challenges and opportunities. For any printed material, these will be printed at CRS office in Dar es Salaam prior to commencement of the assignment. Flip charts, markers, masking tapes will be provided by CRS. Volunteers are not advised to rely on LCD projections as the main method of training because full time electricity is not guaranteed.

1. **Key Contacts**

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