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To express interest in this assignment please email priyanka.subba@crs.org

**CRS Farmer to Farmer Program
Volunteer Assignment Scope of Work**

Notice for potential volunteers:
Some assignment details are subject to change.

Summary Information	
Assignment Code	TL208
Country	Timor-Leste
Country Project	Modernizing Agriculture
Host Organization	Centro Desenvolvimento Comunitario (CDC)
Assignment Title	Manual Development for Tomatoes
Assignment preferred dates	July 2019
Objectives of the assignment	- Assessment to improve horticulture production especially tomatoes - Curriculum development for tomatoes teaching manual
Desired volunteer skill/expertise	Experience in Curriculum development for Horticulture and updatable to rural environment area
Type of Volunteer Assistance	Administrative
Type of Value Chain Activity	Information and support service (S)
PERSUAP Classification	Type III

A. BACKGROUND

CRS Farmer-to-Farmer (F2F) Program is a USAID funded 5-year program (July 2018 – June 2023) that will provide technical assistance from United States (U.S) volunteers to farmers, farmer groups (cooperatives and associations), agribusinesses and other agriculture sector institutions. The program objectives are to facilitate economic growth within targeted agriculture sub-sectors, enhance sub-sector inclusiveness to expand participation to a broader range of individuals and communities and to increase the American public’s understanding of international development issues and US international development programs. Volunteers, recruited from all States and the District of Columbia, are individuals who have domestic careers, farms and agribusinesses, or are retirees who want to participate in development efforts. F2F program will assist in agriculture development, commodity value chain competitiveness and firm upgrading by providing technical assistance to introduce new technologies, innovations and development of local capacity for more productive, profitable, sustainable and equitable agriculture systems.

The Timor-Leste Ministry of Agriculture and Fisheries Strategic Plan¹ recognizes the fundamental importance of agriculture to Timor-Leste's economy and the impact of agriculture on poverty reduction, food and nutrition security, economic growth, and income and employment generation through its linkages to other sectors of the economy. The agriculture sector in Timor-Leste accounted for 19% of Gross Domestic Product (GDP), or over \$253 million in 2013. However, there is a considerable net deficit in agricultural trade as imports in 2014 were valued at approximately \$60 million. Major imports include rice, sugar, meat (chicken, beef, pork), vegetable oil, fish, milk, and vegetables (potato, onion)². In rural communities 57% of women and 60% of men are actively involved in agriculture³. Agriculture consists primarily of subsistence farming with limited access to inputs, technical knowledge, and market linkages. There is a heavy reliance on traditional agricultural practices such as slash-and-burn cultivation. Most smallholdings are mixed rainfed farms growing maize, cassava, red kidney beans, sweet potato, rice, groundnut, and vegetables. Coffee, coconut and candlenut are the most common tree crops. Livestock, such as poultry, pigs, cattle, buffalo, goats and sheep are raised on a small-scale and extensive.

Centro De zenvolvimentu Communiatrio (CDC) is local Non-governmental organization that established in 2000 and localize in Triloca, Baucau Municipality. This organization was recognized as Professional training center that deliver training to unemployed youth and communities in rural area through provide horticulture activity that could generate income for the sustainability of the local product with the objectives to promote local product to generate sustainable income to both youth and community, support local product to be sell not only within Baucau municipality but as well as to other municipalities, generate advocacy to attract support from government to promote local product and to improve the capacity of entrepreneurs in rural area of Baucau as well as other municipalities.

B. ISSUE DESCRIPTION

In Timor-Leste the consumption of local product as tomatoes high and the business of tomatoes is quite promising. Thus, the production of tomatoes that only suitable for certain season makes it more challenging to grow compare to other crops however if there is a good system and enough skills and knowledge in place this issue could be resolved. The tomatoes production from CDC farm in 1 Hectare land is around U\$D 3000.00-5000.00/year, and it is estimated can reach to 10.000.00/year when there is a proper teaching manual for tomatoes in place.

The low production of tomatoes has been one of big issue faced by CDC because the income that resulted from tomatoes production and sell is using for the daily operation of CDC. The lack of resource and capacity of organization to develop good teaching manual is the cause of the low production itself and other aspect such as lack of knowledge of teacher and student, lack of funds to recruit a good trainer and have effect such as low income for operating the system, slow development of the organization and low-quality graduate students.

C. OBJECTIVES OF THE ASSIGNMENT

The CDC initiated farming activities at Triloca Baucau that serve both for training center for unemployed youth on horticulture production to prepare youth with horticulture background to implement their own farm after the completion of the training, in the meantime the training also facilitated them with strong

¹ <http://extwprlegs1.fao.org/docs/pdf/tim149148.pdf>

horticulture background and become qualified and certified to become seasonal workers in Australia, one of the most seeking job in Timor-Leste currently.

The main objective of the assignment is aiming to improve the production of tomatoes through the curriculum development of tomatoes teaching manual.

D. HOST CONTRIBUTION

The contribution of the CDC will be the simple meal for breakfast and lunch during the working hour, the transportation to pick up and drop volunteer from hotel to CDC office and also potentially to visit CDC’s partners during the assignment and the translation for the volunteer during his/her time in delivering the assignment.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

The development of curriculum on tomatoes teaching manual will have significant impact to CDC by become the guidelines for the teacher to follow during the teaching time, the students will have improvement and reliable both in theoretical and practical skills on tomatoes production and sells, the production of tomatoes will improve and increase the income to support the internal operation of CDC in the daily basis and the organization daily operation will be stable.

F. DELIVERABLES

1. Report on proposed cold storage solution
2. Technical specifications for cold storage
3. Group presentation with local stakeholders at the end of the assignment in country
4. Group presentation for staff
5. Training Manuals
6. Identification of potential cold storage vendors and volunteer outreach activities in the US

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN TIMOR-LESTE

Please note that this is a tentative schedule and will be finalized post volunteer selection with consultation with volunteer (aske Maun Scott how many days need for this assignment)

Day	Activity
Day 1	Arrival in Presidente Nicolau Lobato Airport. The volunteer will be met by CRS’s client Plaza Hotel (mail: plaza_hotel@hotmail.com ; Phone: +67077232438).The shuttle from Plaza hotel will locate the volunteer to the hotel.
Day 2	<ul style="list-style-type: none"> • Take CRS cars or pre-arranged taxi to come to CRS office (CRS working days are Monday to Friday from 8:00AM to 5:00 Timor-Leste time) • Welcoming by CRS, and briefing meeting on security, general orientation, MEAL (attendance sheet, reporting and PPT templates), and logistic. • Discuss anticipated outcomes and work plan • Brief meeting with US Embassy in Timor-Leste • Travel to the assignment site Triloca, Baucau and accommodated at CRS client hotel or at the closest guesthouse
Day 3	<ul style="list-style-type: none"> • S/he will be introduced with the host. And general orientation will be pursued. • Further assess skill and training gaps through visiting and discussing with Director, teacher and students at the training center.

	<ul style="list-style-type: none"> •
Day 4-8	<ul style="list-style-type: none"> • Based on information gathered and gaps identified, the volunteer worked with Director, teachers and students to develop the curriculum.
Day 9	Rest Day (Sunday)
Day 10-15	Continue worked with Director, teachers and students to develop the curriculum.
Day 16	<ul style="list-style-type: none"> • Final presentation report and recommendation to CDC and CRS Baucau • Travels back to Dili
Day 17	<ul style="list-style-type: none"> • Debriefing with and final presentation report to CRS staff Dili • Finalize reimbursement expenditures and liquidations (if any) with finance. • Submit attendance sheet, assignment report, PPT presentation and any reference materials to CRS F2F team.
Day 18	<ul style="list-style-type: none"> • Depart for USA

H. ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS

- Before travelling to the assignment place, the volunteer will stay in Plaza Hotel at one of the CRS's client hotels that will be booked and confirmed before the arrival date.
https://www.agoda.com/plaza-hotel_2/hotel/all/dili-tl.html?checkin=2019-04-10&los=1&adults=1&rooms=1&cid=1646622&tag=974ceae6-7504-ae4c-1f07-a9e79faff10b&searchrequestid=e8bd6065-3418-43b5-a0fa-86fa9bee4e6e&travellerType=-1&tabbed=true
- In Dili, the hotel usually has rooms that include services such as airport pickup and drop-off, breakfast, wireless internet, etc.
- The hotel or CRS will arrange a vehicle for short travel from the hotel to CRS or using Taxi
- CRS Timor Leste will provide the volunteer with a laptop computer (if s/he needs), local internet dongle (modem/EVDO) and mobile phone with charged local SIM-card. Any other required logistics and facilities can also be requested by the volunteer during her/his stay in Timor-Leste.
- CRS will provide a vehicle and accompany the volunteer to the place of assignment in the first day
- During her/his assignment period on the field, the volunteer will be staying at Palapa Guest House at Baucau all town with minimum conditions
- CDC will provide material for the training needs
- CRS HQ will provide the volunteer with a per-diem advance to cater meals and incidences.
- Before departing for the US, the volunteer will also liquidate advances (if any) at CRS Timor-Leste
- For more information, please refer to country information that will be provided

I. RECOMMENDED ASSIGNMENT PREPARATIONS

- Prior to travel, the volunteer will be advised to prepare necessary training and demonstrating aids and written handouts. Softcopies of the handouts and any other paper materials can be printed for immediate use at either office of CRS on request by the volunteer.
- If the volunteer requires use of simple training aids like flip charts, markers, masking tapes, etc, s/he should make the request and collect from either office at Dili office prior to travel to the assignment place.

- Translation of handouts to local languages can be done in the locality of the assignment, if shortly required. Depending on the meeting places, the volunteer may use a laptop and projector for power point presentations
- Recommend reading are https://www.filaliman.tl/merkadumarket/centro-no-organisaun-comunidade/cdc-baucau_i187 and https://www.youtube.com/watch?v=FbTrJCwLa_I
- Related to the weather condition July in Baucau is dry season

J. KEY CONTACTS

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