



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	TL224
Country	Timor-Leste
Country Project	Modernizing Agriculture sector
Host Organization	HAFOTI
Assignment Title	Improving vegetable production
Assignment preferred dates	Flexible
Objectives of the assignment	To improve the skill and knowledge of the farmers group to improve their vegetables production through training on soil fertility management and composting techniques to increase production
Desired volunteer skill/expertise	Horticultural/agronomist/ soil scientist, composting, and an excellent facilitator and communicator.
Type of Volunteer Assistance	Technology Transfer (T)
Type of Value Chain Activity	On Farm Production (F)
PERSUAP Classification ¹	Type II

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

¹ USAID precisely classifies PERSUAP in four categories; **PERSUAP Type I** assignments directly related to pesticides recommendations, **Type II** as assignments with indirectly related with pesticides, **Type III** assignments related to curriculum review and designing, business plan development and strategies development and **Type IV** as assignments associated with other USAID projects and collaborators.

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 Plan² 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

Hamahon Feto Timor (HAFOTI) is a local non-government organization comprising of a consortium of 27 small rural women producer groups across seven districts, with the objective of increasing the capacity of rural women to generate income for their families.

HAFOTI women work together to support each other in business – getting training in business skills, access to revolving credit and marketing their products together under the HAFOTI umbrella. HAFOTI is short for 'Hamahon Feto Timor' – Shelter for the Timorese Woman.

HAFOTI has 22 cooperative within each cooperative has own special product that operating in 7 municipalities such as Municipality; Manufahi, Viqueque, Oecusse, Aileu, Baucau, Liquisa and Bobonaro. One board member comes from each of these districts, and one full time HAFOTI Co-Ordinator is employed in each district to support the members.

HAFOTI has an office in Dili where sales and administration is carried out for the group and a HAFOTI shop sells products made by HAFOTI women as well as a variety of Timorese products. Senora Dortia Kese has been HAFOTI's Directress since 2004. Lizete da Costa manages Administration and Finance. Founded in 2002, HAFOTI now has 250 members.

B. ISSUE DESCRIPTION

Despite the growing demand for horticulture products in the country HAFOTI is struggling to produce good quality and quantity production of vegetable that resulted them in getting the low income. Additionally, farmers severely lack awareness on proper soil health management and composting and other techniques that lead to increased yields. This issue of low yields due to low production and productivity has also resulted in creating supply chain management issues as there aren't enough crops to organize an efficient supply chain system.

² <http://extwprlegs1.fao.org/docs/pdf/tim149148.pdf>

Thus, technical training to improve soil fertility and crop nutrition in a sustainable way is needed to address the issue. The yield production can be increased by enhancing the farmers capacity on soil health management and composting along with other agricultural input services, good agriculture practices and with the effective use of local resources to reduce cost of production for rural farmers. The farmers in these communities would benefit from low cost soil organic fertility training such as use of liquid organic manures, and farm yard manures. Improving farmers' knowledge and skills will improve the soil physical, biological and chemical characteristics for sustained and improved horticultural production.

C. OBJECTIVES OF THE ASSIGNMENT

The objective of this assignment is to train the staff of HAFOTI and Farmer groups on the technique of improving vegetable production including soil management and composting to increase the quantity and quality of the production to meet the market demand.

The volunteer assignment will focus on training and assisting the targeted beneficiaries on integrated technique to improve the vegetable production including transfer skills and knowledge on soil fertility management and improving composting to farmers group of HAFOTI. This knowledge transfer will be conducted through on farm of lectures and practical demonstrations including other methods that volunteer and the HAFOTI determine suitable. The volunteer jointly with the HAFOTI can also plan to visit at least one nearby farmer to observe and practically discuss about soil fertility and management issues with member farmers.

Anticipated training topics include but are not limited to the following;

- Crop rotation and calendar of planting
- Factors influencing soil fertility and its management,
- Organic manures and natural fertilizers,
- Nutrient requirements for vegetable and other horticulture product
- Soil and water conservation measures,
- Compost preparation and recommended application, etc.

D. HOST CONTRIBUTION

HAFOTI will select, determine and mobilize the attendance for training participants. HAFOTI will also ensure that the necessary classrooms and local training aids and other teaching materials are in place. HAFOTI will provide the volunteer with and facilitate meal services for the volunteer on training days. HAFOTI will assign a focal person who can guide and facilitate the volunteer specialist during the assignment period. HAFOTI will provide office space and office furniture as well as a vehicle if any travel is required during the assignment duration. HAFOTI also will provide the translation as needed.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

This assignment volunteer will contribute to the following:

- increase knowledge and skills of farmers group of HAFOTI vegetable production including Soil Management and composting
- Increase the vegetable production quality and quantity of 150 contract grower vegetables farming on soil management and composting

F. DELIVERABLES

1. Vol final report due BEFORE departure
2. Group presentation with local stakeholders at the end of the assignment in country
3. Group presentation for staff

4. Volunteer outreach activities in the US and in country
5. Training Manuals and curriculum

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN TIMOR-LESTE

Day	Activity
Day 1	Arrival into Timor-Leste. The volunteer will be met by a hotel pick CRS's client hotel with a placard bearing " CRS logo and volunteer name ".
Day 2	<ul style="list-style-type: none"> Briefing meeting at CRS office with CRS F2F staff, security briefing and logistics and itinerary of the trip and discuss anticipated outcomes and work plan; Security briefing from HR
Day 3	<ul style="list-style-type: none"> Introduction to HAFOTI Agenda discussion and schedule Travel to HAFOTI's farmer group in Municipalities.
Days 4-6	<ul style="list-style-type: none"> Firsthand briefing on outlines of topics of the training, plan, approach, etc, and adjust the topics as required. Work planning discussion with the staff of HAFOTI Prepare course/training and plan with the HAFOTI to proceed with the assignment (lecturing, advising, and practicing) Conduct the assignment according to an agreed schedule on Improving vegetable production (Practical, advise and training)
Day 7-8	Report preparation and rest day
Days 10-12	Continue conducting the assignment (academic, advise and practical)
Days 13	<ul style="list-style-type: none"> Wrap up sessions that emphasize key concepts of the assignment: the NCF evaluates the assignment and discusses final report recommendations with the volunteer. Group presentation to the HAFOTI in the presence of CRS F2F staff and local leader
Day 14	<ul style="list-style-type: none"> Travel back to Dili and Debriefing at CRS office with Ambassador, USAID Mission and CRS staffs. Submit all reports, return logistic items and complete all required activities Debrief meeting with USA Ambassador and Mission
Day 15	<ul style="list-style-type: none"> Travel back to USA
TBD	Conduct outreach activity when back in the US

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->
- 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.
- During her/his assignment period on the field, the volunteer will be booked in a hotel at district that with no WiFi conditions room with less furniture.
- CRS Timor-Leste will arrange hotel accommodation and cover the lodging bills against receipts.
- CRS HQ will provide the volunteer with a per-diem advance to cater meals and incidences.

- Before departing to 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.
- The target training is for staff and groups.
- Working environment and culture of Timorese people are very friendly and respectful to their guest and in the traditional ceremony they might be request as to smoke or eat betel nut, but if she/he don't like just to touch it and give back to them.
- Related to the weather condition now is rainy season so she/he can bring the boots or clothes resistance to water and muddy

J. KEY CONTACTS

CRS Baltimore	Country Manager
Priyanka Subba Volunteer Recruiter Farmer to Farmer Program 228 W. Lexington Street Baltimore, MD 21201 410-955-7194 Email: priyanka.subba@crs.org	Jose Maria Alves Ornai Farmer-to Farmer Project Manager, Catholic Relief Services Timor Leste Rua Dom Boaventura No. 12, Motael Vera Cruz, Dili, Timor-Leste Email: joosemaria.alves@crs.org
HAFOTI Organization:	
Durtia Kese Executive Director Telephone: +670 77606247 hafotitomorleste@gmail.com	Lizeti da Costa +670-77436429 hafotitomorleste@gmail.com