**To express interest in this assignment please email**

**CRS Farmer to Farmer Program**

**Volunteer Assignment Scope of Work**

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| **Summary Information** | |
| **Assignment Code** | **NE262** |
| Country | Nepal |
| Country Project | Flexible |
| Host Organization | Pokhara University |
| Assignment Title | Curriculum Development/Revision for Bachelor of Civil Engineering |
| Assignment preferred dates | As soon as possible |
| Objectives of the assignment | * Upgrade the existing curriculum * Suggest for Agricultural Engineering as one of elective course |
| Desired volunteer skill/expertise | Senior professor having the experience of curriculum development |
| Type of Volunteer Assistance | Organizational Development=O |
| Type of Value Chain Activity | Information and Input support services=S |
| PERSUAP Classification[[1]](#footnote-1) | Type III |

1. **BACKGROUND**

*About CRS F2F program*

CRS Farmer -to-Farmer program (F2F) is a USAID funded program that will be implemented for

five years (2019- 2023) with a primary goal of reducing hunger, malnutrition, and poverty across

six countries: Benin, East Timor, Ethiopia, Nepal, Rwanda and Uganda. The program aims at

achieving this goal through advancing inclusive and sustainable agriculture led growth aimed at

generating sustainable, broad-based economic growth in the agricultural sector. The program’s

secondary goal is to increase US public understanding of international development issues and

programs and share the knowledge back in the US. To achieve its goals, F2F program provides

volunteer technical assistance to farmers and farmer groups (associations and cooperatives),

private agribusinesses, agriculture education institutions in developing countries to

address host identified technical needs in selected agricultural value chains. F2F volunteers are

pooled from abroad range of US agricultural expertise, from private farmers with varied

experience, University professors, bankers/certified accountants, animal health and nutrition

specialists, soil scientists, agronomists who support local host organizations. F2F program

introduces innovation and develops local organizations capacity for more productive, profitable,

Sustainable and equitable agricultural systems while providing an opportunity for people- to people interactions within the agricultural sector. CRS F2F has been adapting local volunteer mobilization strategy pairing with the US volunteers since the COVID-19 global pandemic emerged.

CRS F2F program in Nepal has identified Crops and Livestock country projects as strategic working sectors through wider stakeholder consultations to contributing into overall goal. The Crops country project includes vegetables, Maize, Orange, Coffee and Apple sub sectors whereas Livestock includes Dairy and Goat sub sectors. Its working geographic zones are Bagmati, Lumbini, Karnali and Sudurpaschhim Provinces. Requests from other provinces and outside country projects are exceptional that requires knowledge build and value addition on those provinces and sectors.

***About host organization***

Pokhara University (PU) was established in 1996 by the government of Nepal in demand of people and wide range of stakeholders in the region with its vision to be a leader in the promotion of education through quality higher education, health and community service. The Incumbent Honorable Prime Minister and the Honorable Minister for Education of the Federal Democratic Republic Nepal are the Chancellor and the Pro-Chancellor, respectively.  The Chancellor appoints the Vice Chancellor (VC), the principal executive officer of the university. The Registrar is designated to assist VC in financial management and general administration. A non-profit autonomous institution, PU is partly funded by the Government of Nepal and partly by revenues from its students and affiliated colleges.

1. **ISSUE DESCRIPTION**

Pokhara University has been running its academic programs since 1999. Bachelor of Civil Engineering is one of the most demanded programs in engineering area. The curriculum of this program has been revised two times: in 2005 and in 2011. We are again planning to revise the curriculum of this program. We tried to make the best curriculum in 2011 by using the academicians within the country. However, the curriculum is much focused toward theoretical part and less focused towards skill development. Because of that the pass percentage of the students is relatively low. The existing 46 elective courses of Civil Engineering does not include Agricultural Engineering which is potential course to be included as one of elective for advancement of agricultural mechanization ultimately contributing into country agricultural productivity.

1. **OBJECTIVES OF THE ASSIGNMENT**

The objective of the assignment is to revise the curriculum of Bachelor of Civil Engineering program of Pokhara University. The other objective is to provide guideline on inclusion of Agricultural Engineering as one of elective course.

1. **HOST CONTRIBUTION (**cash and kind contribution by host for the assignment implementation**)**

The host institution will provide working space with internet facility to volunteer within the university if the present pandemic situation permits the volunteer to visit the university physically. Moreover, the institution will manage for tee/coffee and lunch/tiffin during the stay in the university.

1. **ANTICIPATED RESULTS FROM THE ASSIGNMENT**

* Reviewed curriculum structure of Civil Engineering program for undergraduate level of Pokhara University
* Pokhara University authority owned the reviewed curriculum to take forward for next step for its implementation
* Agricultural Engineering course implemented as one of elective course for the BE Civil Engineering program
* Developed evaluation tools.

1. **DELIVERABLES**
2. Reviewed curriculum
3. Volunteer final report
4. Group presentation with local stakeholders at the end of the assignment in country
5. Volunteer outreach activities in the US and in country
6. **SCHEDULE OF VOLUNTEER ACTIVITIES IN COUNTRY**

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| --- | --- |
| **Days (not dates)** | **Activity** |
| Day 1 | Meet with host and plan in detail for the volunteer assignment assistance |
| Day 2-5 | Review existing curriculum of Bachelor of Civil Engineering of Pokhara University and related programs of other institutions/universities |
| Day 6-10 | Develop and design Bachelor of Civil Engineering curriculum structure of the university including Agricultural Engineering as one of elective with support from faculties |
| Day 11-12 | Make Final presentation of the newly developed curriculum |
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1. **DESIRABLE VOLUNTEERS SKILLS (**Academic and hands on experience on subject matter**)**

University professors who have command on review and developing curriculum in relevant areas.

1. **ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS**

Please include any hotel links or photos that you have here. Include town where volunteer will be lodged AND town where volunteer will train. If towns are very small (ex if they don’t appear on Google maps provide some other methods for volunteer to locate. If home stay offered, provide information about that here AS WELL AS the hotel alternative.

1. **RECOMMENDED ASSIGNMENT PREPARATIONS**

Please include the following

* Estimated number of assignment participants: 30 (25 faculty members and 5 graduates)
* Average skill and education level: University graduates and higher
* English-language capability: English is the medium of teaching-learning in Pokhara University
* Training Materials
* Volunteer is expected to have laptop and other electronic books/ reference materials.
* Electricity, internet, cellphone signal, key security, health issues
* Working Environment and culture
* Recommended Reading
* Weather Appropriate Clothing

1. **REMOTE/LOCAL VOLUNTEER ROLES AND RESPONSIBILITIES**

Both Local and US paired volunteers participate in a call to discuss objectives and collaboration approach at the start of the assignment. Collaboration platforms vary depending on the assignment and connectivity. The most frequently used platforms are MS Teams and WhatsApp. The volunteers are highly encouraged to visit [CRS’ F2F Digital Resource Library](https://f2flibrary.crs.org/Presto/home/home.aspx?_ga=2.141716784.32617302.1616765386-2022794543.1567520784), and search for resources that they could use or customize for training. Upon completion of the assignment, volunteers are requested to send any resources they would like to contribute to the library (whether created or found) to [farmertofarmer@crs.org](mailto:farmertofarmer@crs.org).

The local volunteer is responsible for assignment design, preparation, training, developing assignment reports, conducting action planning with hosts and outreach in country, and achieving the assignment objectives. The local volunteer works directly with the host with assistance/input from the US volunteer. Assignments usually last up to 2 weeks; Sometimes extending beyond two weeks due to pending follow up visits, emails etc. Local Volunteers are asked to track assignment hours per day, to stay under 112 hours (14 days x 8 hrs.)

Virtual support from a paired US volunteer helps provide supplementary training resources, fill in the gaps for technical areas, and share creative ideas and solutions. Two specific responsibilities are to: (i) complete the outreach component of the assignment and (ii) support the in-country volunteer as needed. US Volunteers typically put in 4-8 hours per week, depending on the nature of the assignment and collaboration.

1. **KEY CONTACTS**

To express interest in this assignment, please email the CRS Baltimore contact listed below. To find out additional information about the host, issue description or field conditions, please email the country contact provided below, copying the CRS Baltimore contact.

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| **CRS Baltimore, US** |  |
| **Priyanka Subba**  Volunteer Coordinator  Farmer to Farmer Program  228 W. Lexington Street  Baltimore, MD 21201  410-951-7366  Email: [priyanka.subba@crs.org](mailto:priyanka.subba@crs.org) |  |
| **CRS Country Program** | |
| **Prachanda Kattel**  Project Coordinator, CRS F2F Nepal Country Office  Maitri Marg - Bakhundole, Lalitpur Metropolitan City Ward No.1, Province 3, Nepal  Cell: +977-9841658430  Email: [prachanda.kattel@crs.org](mailto:prachanda.kattel@crs.org) | **Chhan Bahadur Bhattachan**  MEAL Coordinator  CRS F2F Nepal Country Office  Maitri Marg - Bakhundole, Lalitpur Metropolitan City Ward No.1, Province 3, Nepal  Cell: +977-9841390786  Email: [chhan.bhattachan@crs.org](mailto:chhan.bhattachan@crs.org) |
| **Host Organization detail:** |  |
| **Primary focal person:**  Rajesh Kumar Thagurathi  Dean  Faculty of Science and Technology  Pokhara University  Pokhara 30, Kaski  Cell: +977-9856015449  [deansct@pu.edu.np](mailto:deansct@pu.edu.np) | **Secondary contact person:**  Dipak Bhandari  Registrar  Pokhara University  Pokhara 30, Kaski  Cell: +977-9856015449  [registrar@pu.edu.np](mailto:registrar@pu.edu.np) |

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. [↑](#footnote-ref-1)