



To express interest in this assignment please email emily.keast@crs.org
CRS Farmer to Farmer Program
Volunteer Assignment Scope of Work

Summary Information	
Assignment Code	LIB209
Country	Liberia
Country Project	Rice
Host Organization	Beteba Rice Farmers Association
Assignment Title	Capacity building on rice post-harvest handling practices and storage
Assignment preferred dates	October 2021-November 2021
Objectives of the assignment	The objective of this assignment is to build capacity and equip the Beteba Rice Farmers Association with practical knowledge in good rice post-harvest handling practices and storage.
Desired volunteer skill/expertise	A suitable volunteer candidate for this assignment must have relevant experience working with rural farmer associations and should understand post-harvest loss and storage. The candidate should have a degree in general agriculture, post-harvest technology, food preservation, and at least 5 years of working experience with rural farmers in rice. He/she must be knowledgeable and understand adult illiteracy training approaches and be prepared to work in remote area.
Type of Volunteer Assistance	Technology Transfer = T
Type of Value Chain Activity	Information and Input Support Services (S)
PERSUAP Classification	III

A. BACKGROUND

The Beteba Rice Farmers was founded in 2011 by the USAID-FED project in Beteba town, Voinjama District. It has active membership based of 50 local rice producers (24 female and 26 male farmers), each currently operating 1.3 hectares of lowland per farming season. The total heaters operated by this group is 65 hectares. Beteba Rice Farmers has a significant collection of botanical varieties of rice. The Beteba Rice Farmers contributes 15% of raw material supplies to the Selma Agriculture Development Cooperative (SADC) with the capacity of milling 16MT/day, in Voinjama District, Lofa county.

B. ISSUE DESCRIPTION

The farmers in Beteba Rice Farmers lack basic information and knowledge on post-harvest, thus resulting into losses due to spoiling/bruising, pests and disease attacks, spillage, contamination, poor storage practices, amongst others. This leads to poor quality, limited income, and limited prospects for expansion. Because it lacks key knowledge on the overall implication of post-harvest loss and the steps to take to reduce the same, it has continued its production in the same form and manner since its establishment. To date, it has had no training and or awareness session on post-harvest technologies and strategies. The organization is still confronted with post-harvest loss.



Stage	Wastage observed during need assessment
Harvesting and handling at harvesting	Edible grains left in field, ploughed into soil, eaten by pests, timing of harvest not optimal, grains damaged during harvesting
Threshing	Loss due to poor technique
Drying, transport, and distribution	Quality and quantity loss during drying, poor transport infrastructure, loss due to spoiling/bruising
Storage	Pests and disease attacks, spillage, contamination, natural drying out of food
Primary processing, cleaning, classification, hulling, pounding, grinding, packaging, soaking, winnowing, drying, sieving, milling	Process loss, contamination in process causing loss of quality

Once completed, this assignment is going to be first of its kind and will greatly contribute to improved storage, handling during harvesting, transportation, and good quality. The assignment will also reduce waste thus allowing the organization to generate more income, expand and increase its 15% raw material contribution to the Selma Agriculture Development Cooperative (SADC). It will also lead to food availability to the growing population, decrease the area needed for production, and conserve natural resources.

When this assignment is achieved, proper management of post-harvest technology will serve as a major help in resolving various social and economic issues. A significant decrease in post-harvest grains loss will alleviate food insecurity and food safety can be ensured by protecting commodities from mold growth and contamination.

In Lofa County the rice post-harvest system is more critical than others, particularly in rural Liberia, where rice is more vulnerable to damage and more likely to suffer qualitative and quantitative losses. Among these critical stages, drying and storage are especially important. Between 10-40% of the food that is grown never reaches the market or a consumers' plates because of insects and rodents that get into storage containers, losses during harvesting and processing, market demand for "perfect" unblemished produce, and other factors. Post-harvest losses can occur during any of the various stages of post-production system. (*According to FAO 2016 post-harvest awareness report*).

C. OBJECTIVES OF THE ASSIGNMENT

The objective of this assignment is to build capacity and to equip the Beteba Rice Farmers members with practical knowledge in good rice post-harvest handling practices and storage.

More specifically:

- Develop training guide for the trainer and trainees.
- Develop the training methodology/approach.
- Identify small-scale post-harvest handling practices and potential solutions which are most appropriate for local target cooperative.
- Design post-harvest demonstrations to show farmers how to reduce losses, maintain quality and market value, and increase shelf life and incomes.
- Conduct the training for the board, members and staff heavily emphasizing on improved rice crop production practices, innovated and locally adaptive harvesting techniques,



convenient post-harvest handling practices, convenient and locally adaptive storage mechanisms, and improved transportation methods.

- Prepare a training report detailing how the trainings were conducted, achievements, challenges, lessons, opportunities for future engagements, and recommendations on how to reduce postharvest loss.
- Organize a half-day presentation to members, other stakeholders like local government, buyers, and any other partners to share the training report and recommendations.

D. HOST CONTRIBUTION

To conduct this assignment, Beteba Rice Farmers is expected to meet the following requirements:

- Mobilize and facilitate group members and staff to attend all the training sessions.
- Commit to implement all the recommendations provided by the volunteer(s) after the completion of the assignments.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

Following the completion of this assignment, the outcomes below will be anticipated:

- Host organization, Beteba Rice Farmers, will reduce rice waste and loss, avoid glut, maximizes farm prices and income, utilize marketable surplus, and increase employment.
- Proper management of post-harvest technology will help resolve various social and economic issues. A significant decrease in post-harvest grains loss will alleviate food insecurity and food safety can be ensured by protecting commodities from mold growth and contamination.
- Rice quality improved.
- A final report explaining how the assignment was conducted; it should include recommendations to be implemented by the host organization.

F. DELIVERABLES

- Final report due one day BEFORE assignment completion
- Group presentation with local stakeholders at the end of the assignment in country
- Volunteer outreach activities in the US and in country
- Training manual

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN COUNTRY

Day	Planned Activity
Day 1	Orientation session Meet with ASA Team to review the scope of work and develop detailed work plan covering all activities required to effectively implement this scope of work.
Day 2	Meet with the host organization Beteba Rice Farmers' management for introduction and review of the scope of work.
Day 3-12	Start the rollout of agreed work plan and conduct the training.
Day 13	Organize the workshop to share achievements, and recommendations.



Day 14	<p>Conduct debrief session with CRS country team and perhaps USAID Mission on the completed assignment.</p> <p>Fill out all necessary M&E forms and submit to F2F program staff.</p>
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This is a draft schedule, final itinerary will be discussed and agreed by all parties upon arrival.

Participants Chart

#	Participant position	Male	Female	Total number
1	Beteba Rice Farmers	26	24	50

DESIRABLE VOLUNTEERS SKILLS

Additional requirements: A volunteer should be:

- Proactive, results-oriented and service-oriented.
- Have very good interpersonal skills
- Flexible
- Willing to work in remote community

H. ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS

Volunteer's transportation within Voinjama, and accommodation will be taken care of CRS.

I. RECOMMENDED ASSIGNMENT PREPARATIONS

• Training Materials:

In the event the volunteer prepares materials for hand out, they can be printed at the CRS Office in Lofa County. Flip charts, markers, and a projector, if needed, can be obtained at the CRS-ASA Lofa County Project office.

• Working Environment

The assignment will be conducted at the venue provided by the Beteba Rice Farmers whose office is in Voinjama City.

• Recommended Reading

ASA Project recommends that the volunteer familiarizes themselves with the scope of work and take his/her time reading about improving grain (rice) postharvest handling and storage.

J. REMOTE/LOCAL VOLUNTEER ROLES AND RESPONSIBILITIES

Both 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](#) and search for resources that they could use or customize for training. Upon completion of your assignment, volunteers are requested to send any resources they would like to contribute to the library (whether created or found) to 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 and can sometimes extend 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.

K. KEY CONTACTS

To express interest in this assignment, please email the CRS Liberia Program Office 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 Liberia Program Office contact.

<p>CRS Baltimore Emily Keast Volunteer Coordinator Farmer to Farmer Program 228 W. Lexington Street Baltimore, MD 21201 410-951-7366 Email: emily.keast@crs.org</p>	<p>CRS Liberia TABI, GERALDINE Volunteer HR recruiter Agriculture Sustainability Activity (ASA) 16th Street, Gardner Ave C-140 Sinkor, Monrovia, Liberia Tel:0776448755 Email: geraldine.tabi@crs.org</p>
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