



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	LIB213
Country	Liberia
Country Project	Rice
Host Organization	Dokodan Farmers' Cooperative
Assignment Title	Capacity building on water irrigation management system
Assignment preferred dates	October-November 2021
Objectives of the assignment	The objective of this assignment is to build the cooperative members' capacity on water irrigation management at farm level.
Desired volunteer skill/expertise	A suitable volunteer candidate for this assignment must have relevant experience working with agricultural cooperatives. Their background should be in agricultural economics, agri-business management, agronomist, soil management and water & irrigation. Good understanding of agricultural and rural development from both a development cooperation and private sector perspective. At least 6 years of relevant experience working in the area of agribusiness, agricultural value chain development. He/she must be knowledgeable about adult training approaches and be prepared to work in remote areas. Fluency in English, with excellent written and oral communication skills.
Type of Volunteer Assistance	Organizational Development = O
Type of Value Chain Activity	Information and Input Support Services (S)
PERSUAP Classification ¹	III

A. BACKGROUND.

According to internationally recognized cooperative values and principles, a cooperative is an autonomous association of people united voluntarily to meet their common economic, social, and cultural needs and aspirations through a jointly owned and democratically controlled enterprise. What makes a cooperative different from a conventional business is:

- It fulfils a social or environmental objective, or is formed to fulfil its members' needs
- It is democratic owned and control
- It is way of working
- It is legal structure

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.



Dokodan Farmers' Cooperative is a farmers cooperative located in Gbedin, Nimba County. The cooperative was established in 1972 with registration no. 103 from the Cooperative Development Agency (CDA). The cooperative is composed of 97 members (53 men and 34 women) that are heavily involved with rice production and processing.

Dokodan Farmers' Cooperative has the voluntary saving and lending associations groups (VSLA) within its members to access finance and address some of the financial constraint.

Dokodan Farmers' Cooperative has a general assembly, an executive board which is made of board of directors who supervise the cooperative business, and employees. The general assembly takes the overall decisions, and the executive board oversees the cooperative business and manage staff.

The mission of Dokodan Farmers' Cooperative is to engage in farming and agriculture production of any kind and in connection therewith, to own lease and deal with farms, farmlands and their likes. They develop and produce agricultural product such as rice, cassava, cocoa, coffee, and etc.

The cooperative has access to market for its processed rice. The cooperative actively engaged with the World Food Program (WFP) as one of their main sources of market where they supply milled rice for school feeding activities to WFP.

B. ISSUE DESCRIPTION:

Agriculture is affected by four natural factors, including water, soil, air and genetic resources, as well as four human factors such as capital, technology, market and human resources.

Lowland rice farming activities are largely done with the Dokodan Farmers' Cooperative. The water and irrigation system put in place is causing the cooperative some setbacks. They are not meeting their target yield per season and expected target when they are producing. Water management is an essential requirement in recent years due to the shortage and lack of appropriate rainfall distribution and the occurrence of multiple droughts.

The training and use of expert forces will lead to a desirable and effective strategy of knowledge-based agriculture that will control and manage many climate-related disasters and tensions.

Lowland rice production has a certain level of water supply on the paddy field. If the right quantity of water or good irrigation system is in place, the cooperative will be able to yield more for the markets and their potential buyers like WFP. The cooperative is looking to build members' capacity on water and irrigation management system as to enable them to have more yield for the market.

OBJECTIVES OF THE ASSIGNMENT

The objective of this assignment is to build the capacity of cooperative members in water irrigation management at the farm level by diagnosing and evaluating obstacles, constraints and opportunities, and developing consistent modernization plans/ strategies to increase agricultural production.

More specifically:

- Develop a training guide for the trainer and trainees
- Develop the training methodology/approach



- Enhance water use efficiency in small-scale irrigation
- Conduct training with cooperative board and members on water and irrigation system management
- Prepare a training report, detailing how the trainings were conducted, achievements, challenges, lessons, opportunities for future engagements and recommendations.
- Organize a half-day presentation to cooperative members, other stakeholders and share training report and recommendations.

C. HOST CONTRIBUTION

To conduct this assignment, Dokodan Farmers’ Cooperative is expected to meet the following requirements:

- Mobilize and facilitate cooperative members and staff to attend all the training sessions.
- Provide venue for the training sessions and any other logistics.
- Commit to implement all the recommendations provided by the volunteer(s) after the completion of the assignments.

D. ANTICIPATED RESULTS FROM THE ASSIGNMENT

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

- Cooperative members fully understand water and irrigation management system at the farm level.
- Put in place a water user association (WUA)
- They will be able to demonstrate technical aspects when it comes to manage irrigation water at the farm level.
- A final report explaining how the assignment was conducted, it should include recommendations to be implemented by the cooperative.

E. DELIVERABLES

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

F. 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 Dokodan Farmers' Cooperative 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	Conduct debrief session with CRS country team and perhaps USAID Mission on the completed assignment. Fill out all necessary M&E forms and submit to ASA staff.

This is a draft schedule, a final itinerary will be discussed and agreed upon arrival by all parties

G. DESIRABLE VOLUNTEERS SKILLS

A volunteer should be:

- Proactive, results-oriented, and service-oriented.
- Have very good interpersonal skills
- Flexible

H. ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS

In Gbendin, Nimba County, the volunteer's transportation, 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. Flip charts, markers, and a projector, if needed, can be obtained at the CRS Liberia, Gbarnga Bong County office.

• Working Environment

The assignment will be conducted at the venue provided by Dokodan Farmers' Cooperative whose office is in Gbendin, Nimba County. The volunteer will work closely with Dokodan management team and with the county F2F field team as well.

• Recommended Reading

The project recommends that the volunteer familiarizes themselves with this scope of work and to take his/her time to read about the rice value-chain sub-sector in Liberia.

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 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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