



To express interest in this assignment please email [Emily.keast@crs.org](mailto:Emily.keast@crs.org)

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

Summary Information	
Assignment Code	LR240
Country	Liberia
Country Project	Rice
Host Organization	1. Tonorfiakeh Agriculture Cooperative 2. Tukpan Rural Women farmers Association
Assignment Title	Capacity building on rice post-harvest handling practices and storage
Assignment preferred dates	March 2022
Objectives of the assignment	The objective of this assignment is to build the capacity of the mentioned local agriculture farmers' organization and cooperatives and to equip them with practical knowledge in good rice post-harvest handling practices and storage.
Desired volunteer skill/expertise	The suitable candidate for this assignment must have relevant experience working with rural farmers association and should understand how to handle post-harvest losses 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. They 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**

### **1. Tonorfiakeh Agriculture Cooperative**

Tonorfiakeh Agriculture cooperative is a rice production cooperative that was established in 2015 by Daniel K. Bondo after he graduated from high school from the Phebe Lutheran High School in Suakoko District, Bong County. The mission of the cooperative is to grow rice at a larger level that will ensure food security in the region. The cooperative in previous years work with USAID-FED, JICA, Ministry of Agriculture and CARI in Balama Town, Suakoko District, Bong County. Tonorfiakeh has a total membership of 564 local rice producer, of which 389 are female and 175 males. The farmer group is currently operating 2 hectares of lowland rice this farming season. Tonorfiakeh Rice Farmers cooperative has a significant collection of botanical varieties of rice that include suakoko 8 and narica. The rice cooperative contributes 30% of the rice seed to other local farmers and farmers' cooperative for rice farming purposes in the region.

### **2. Tukpan Rural Women Farmers Association**

Tukpan Rural Women Farmers Association is a rural women farmers group that is based in Balama Town, Bong County. The group was founded in 2018 by group of women who decided to venture into rice production activities in the region. Since the establishment of the farmer association, the group



has worked with CARI and other local farmers group in the community of lowland rice production. The mission of Tukpan Rural Women Farmers Association is to produce rice for commercial purpose and proceeds from sales will be used to empower the group and extend the number of hectares of lowland rice farm. The group has a total membership of 33, all female.

## B. ISSUE DESCRIPTION

Tonorfiakeh and Tupkan Rice Farmers Association lacks basic information and knowledge on post-harvest management, thus resulting into losses owing 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 these farming organizations lack key knowledge on the overall implication of post-harvest losses, and the steps to take to reduce the same, it has continued its production in the same form and manner since their establishment. To date, they have had no training and/or awareness session on post-harvest management, and strategies. These organizations are still confronted with post-harvest losses.

Stage	Wastage observed during need assessment
Harvesting, handling during 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 of during drying, poor transport infrastructure, loss owing 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 losses, contamination in process causing loss of quality

At the completion of this assignment, the knowledge acquired by the leadership and members of these farmers' associations will greatly help them improve storage, handling during harvesting, transportation, and good quality seed rice preservation and management. The assignment will also reduce wastages thus allowing the farmers groups to generate more income and expand and increase its contribution of rice seed supply to other local farmers cooperative and groups in the region. 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 completed, 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, food safety can be ensured by protecting commodities from mode growth and contamination.

## C. OBJECTIVES OF THE ASSIGNMENT

The objective of this assignment is to build capacity of Tonorfiakeh Agriculture Cooperative and Tukpan Rural Women Rice Farmers Association members with practical knowledge in rice post-harvest management, 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, increase shelf life and incomes.
- Conduct the training for the board, members and staff heavily emphasizing 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 losses.

#### **D. HOST CONTRIBUTION**

To conduct this assignment, Tukpan and Tonorfiakheh Rice Farmers Associations are 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:

- Tukpan and Tonorfiakheh Rice Farmers Associations will reduce wastages and losses grains (rice), avoid glut, maximizes farm prices and income, utilize marketable surplus, and will increase employment.
- Proper management of post-harvest techniques 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, food safety can be ensured by protecting commodities from mold growth and contamination.
- 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 Tukpan and Tonorfiakheh 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	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 F2F Program staff

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

#### 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 transportation within Gbarnga and accommodation will be taken care of by CRS.

#### I. RECOMMENDED ASSIGNMENT PREPARATIONS

##### • Training Materials:

In the event the volunteer prepares materials for handout, they can be printed at the CRS field Office in Gbarnga. Flip charts, markers, and a projector, if needed, can be obtained at the CRS - ASA field office in Gbarnga office.

##### • Working Environment

The assignment will be conducted at the venue provided by Tukpan and Tonorfiakheh Rice Farmers in Balama Town, Bong County.

##### • Recommended Reading

The volunteer should familiarize themselves with this scope of work and to take his or her time to read about improving grain (rice) postharvest handling and storage.

#### 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](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.

#### J. 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.**

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