To express interest in this assignment please email [priyanka.subba@crs.org](mailto: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** | | **TL230** |
| Country | Timor-Leste | |
| Country Project | Modernizing Agriculture sector | |
| Host Organization | HAFOTI | |
| Assignment Title | Value adding for Sweet Potato | |
| Assignment preferred dates | Flexible | |
| Objectives of the assignment | To provide technical assistance to HAFOTI farmers group on:   * To analyze the value adding for sweet potato * To train HAFOTI staff and farmers groups on processing of yellow sweet potato into chips and powder | |
| Desired volunteer skill/expertise | Volunteer for this assignment should have degree in one of the following fields: Food Sciences, Food Industrial Technology, quality control and management, or a related field.  experiences are needed in:   * Food processing by using simple tools * Analysis skill for value added product | |
| Type of Volunteer Assistance | Technology Transfer (T) | |
| Type of Value Chain Activity | On Farm Production (F) | |
| PERSUAP Classification[[1]](#footnote-1) | Type II | |

1. **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 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 Plan[[2]](#footnote-2) 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, Liquisaand 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](https://hafoti.com/contact/)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.

1. **ISSUE DESCRIPTION**

The golden flesh of new sweet potato varieties is proving to be very valuable in one of the world's poorest nations, Timor-Leste.

Thanks to the new varieties, farmers in the young tropical nation not only have a more reliable crop that out-yields the local varieties of sweet potato, they can also produce a highly nutritious food.

Professor William Erskine, Director of The University of Western Australia's Centre for Legumes in Mediterranean Agriculture (CLIMA) and UWA Institute of Agriculture, is co-author of a study which outlines the uses of sweet potato in a country that is third in a UN ranking of countries with the highest percentage of chronically malnourished children.

In Timor-Leste, sweet potato is mainly a breakfast or snack food.  It is boiled in water, baked or roasted over an open fire or fried in oil.

Yellow sweet potato is one of agriculture product that has high nutritional value, due to its nutritional value yellow sweet potato is highly demand by market, HAFOTI seen this opportunity to start new business opportunity, HAFOTI has previously produce different kind of processing product such as banana chips, VCO, herbal tea, etc. HAFOTI is very interesting with yellow sweet potato product and processing it into chips and powder, HAFOTI have done a trial with yellow sweet potato chips but it wasn’t success due to the low experiences and knowledge.

1. **OBJECTIVES OF THE ASSIGNMENT**

The objective of this assignment is to train the staff of HAFOTI and Farmer groups to improve their skills and knowledge on growing good quality yellow sweet potato.

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

* Training the HAFOTI Staff and farmers group on the value adding of sweet potato
* Training on using Simple technique and material on processing the sweet potato into chips
* Training on using Simple technique on processing sweet potato into powder

1. **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 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.

1. **ANTICIPATED RESULTS FROM THE ASSIGNMENT**

This assignment volunteer will contribute to the following:

* Increasing the knowledge and skill of the farmers group of HAFOTI on
* Produce at least a handout/guideline of processing sweet potato

1. **DELIVERABLES**
2. Vol final report due BEFORE departure
3. Group presentation with local stakeholders at the end of the assignment in country
4. Group presentation for staff
5. Volunteer outreach activities in the US and in country
6. Training Manuals and curriculum
7. **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 | * 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 | * Introduction to HAFOTI * Agenda discussion and schedule * Travel to HAFOTI’s farmer group in Municipalities. |
| Days 4-6 | * 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 | * Wrap up sessions that emphasize key concepts of the assignment: HAFOTI 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 | * 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 | * Travel back to USA |
| TBD | Conduct outreach activity when back in the US |

1. **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

1. **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
* Read more about sweet potato growing in Timor-Leste <http://www.factfish.com/statistic-country/timor-leste/sweet+potatoes,+yield>

1. **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](mailto: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: [josemaria.alves@crs.org](mailto:josemaria.alves@crs.org) |
| **HAFOTI Organization:** | |
| **Durtia Kese**  Executive Director  Telephone: +670 77606247  [hafotitimorleste@gmail.com](mailto:hafotitimorleste@gmail.com) | **Lizeti da Costa**  +670-77436429  [hafotitimorleste@gmail.com](mailto:hafotitimorleste@gmail.com) |

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)
2. <http://www.news.uwa.edu.au/201304165576/research/new-sweet-potatoes-turn-gold-timor-leste> [↑](#footnote-ref-2)