To express interest in this assignment, please email emily.keast@crs.org

**CRS Farmer-to-Farmer Program**

**Volunteer Assignment Scope of Work**

Notice for potential volunteers:

Some assignment details are subject to change.

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| **Summary Information** |
| **Assignment Code** | **TL262** |
| Country: | Timor-Leste |
| Country Project: | Modernizing Agriculture |
| Host Organization: | Universidade da Paz (UNPAZ), Faculty of Agriculture  |
| Partner: | All faculty in the University  |
| Date of baseline data collection: | April 14, 2022 |
| Date of host agreement signing: | March 2021 |
| Number of previous volunteer assignments:  | 2 |
| Volunteer recommendations given (Total): | 11 | Volunteer recommendations applied (Total): | 0 |
| Assignment Title: | Build the capacity of teachers and students in six faculties of University da Paz (UNPAZ) on community engagement. |
| Objectives of the assignment: | To train the teachers and students on community engagement to build good relationships and lines of communication between UNPAZ teachers and students and the community that they are serving |
| Assignment preferred dates: | June 2023 |
| Desired volunteer skill/expertise | - Experience in community engagement training- Proven experience in leadership and organizational development - Leadership management skills - Flexibility and good communication skills |
| Type of Volunteer Assistance | Organizational Development (O) |
| Type of Value Chain Activity | Information and Input Support Services (S) |
| PERSUAP Classification[[1]](#footnote-1)[1] | Type III |
| Number of people to be trained | Men | Women  | Youths |
| 70 | 30 | 50 |
| Will the assignment address gender gaps? (Yes/No)If yes, please include these in the issues description | no |
| Will the assignment address climate change? (Yes/No)If yes, please include this in the issues description | no |
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1. **BACKGROUND**

The CRS Farmer-to-Farmer (F2F) program is a USAID funded 5-year program (October 2018 – September 2023) that provides 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. The 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 14.19% of Gross Domestic Product (GDP), or over $293.6 million in 2020[[3]](#footnote-3) . However, there is a considerable net deficit in agricultural trade, as imports in 2019 were valued at approximately $141.4 Billion[[4]](#footnote-4). Major imports include rice, sugar, meat (chicken, beef, pork), vegetable oil, fish, milk, and vegetables (potato, onion). In rural communities, 57% of women and 60% of men are actively involved in agriculture. 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 all raised on a small-scale and extensive system.

Universidade da Paz (UNPAZ) is a private university established in March 2004 by Neion Metin Foundation which was founded by a group of Timorese intellectuals (1) to bridge thousands of young high school graduates who intend to proceed with higher education, (2) to assist people to invest their money in Timor-Leste instead other countries and (3) to facilitate those who want to continue working while studying. UNPAZ is one of two institutionally accredited universities in Timor-Leste (the other one is the public Universidade Nacional de Timor Loro-Sa'e, UNTL) and the biggest private higher education institution in the country. UNPAZ has about 8,000 students and around 250 teachers overall.

UNPAZ has six faculties:

* Faculty of Agricultural Technology
* Faculty of Public Health
* Faculty of Social Sciences and Humanities
* Faculty of Economics
* Faculty of Law
* Faculty of Engineering

The six faculties of the University have approximately 50 final year students (nearly 30 percent female) in the undergraduate program.

1. **ISSUE DESCRIPTION**
* There is a lack of knowledge and skills on community engagement, and it effects the relationship between the university and the community they are serving.
* Every year, the university has more than a thousand students involved in community service programs to adapt, learn and help the respective communities, however the students are still facing challenges on how to adapt to social behavior, culture, and the environment they are assigned to, which has implications for the UNPAZ name, performance, and relationship with community.

Hence, the UNPAZ faculty of Agriculture has requested the support of CRS F2F Timor-Leste for a training assignment aimed at teachers and final-year students to enhance their capacity in community engagement.

1. **OBJECTIVES OF THE ASSIGNMENT**

- To enhance UNPAZ academic faculties’ and students’ capacity in community engagement.

- To enhance teachers’ and senior level students’ understanding of the norms, culture and social behavior of the areas where they are serving.

1. **HOST CONTRIBUTION**
* UNPAZ faculty of agriculture will identify and invite teachers and students for the assignment.
* UNPAZ will also provide a training hall with PPT slidesand provide tea and cookies for the participants during the training.
* UNPAZ will pick up and drop off the volunteer during the assignment period.
1. **ANTICIPATED RESULTS FROM THE ASSIGNMENT**

The assignment volunteer will contribute to the following:

* Equip teachers and students well before they jump into their community development programs.
* Application of practices contributing to enhanced student performance in the community development program.
1. **DELIVERABLES**
2. Volunteer final report due **BEFORE** departure/before ending the assignment.
3. About 6 academic faculties trained on community engagement.
4. Volunteer outreach activities in the US and in-country.
5. **SCHEDULE OF VOLUNTEER ACTIVITIES IN TIMOR-LESTE**
6. **SCHEDULE OF VOLUNTEER ACTIVITIES IN TIMOR-LESTE**

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| ***Please note that this is a tentative schedule and will be finalized post volunteer selection with consultation with the volunteer*** |
| **Day** | **Activity** |
| Day 1 | * Arrival to Timor-Leste, Dili Nicolau Lobato international Airport. The volunteer will be picked up by Palm Beach Hotel with a placard bearing the volunteer’s name. CRS staff will be there, too. <https://www.accommodation/palm-beach-hotel/>
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| Day2 | * Welcome by CRS and briefing on security, safeguarding policy, gender sensitive issues, MEAL (attendance sheet, reporting and PPT templates), and logistics.
* Discuss anticipated outcomes and work plan.
* Introductory meeting with the host to further assess skill and training gaps.
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| Day 3-5 | * Training based on agreed topic and agenda.
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| **Day 6-7** | * Report preparation
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| Day 8-12 | * Continue and complete the training.
* Final presentation with all participants
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| Day 13-14 | * Report preparation
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| Day 15 | * Debriefing with Mission
* Finalize reimbursement expenditures and liquidations (if any) with finance.
* Submit attendance sheet, assignment report, PPT presentation and any reference materials to CRS F2F team.
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| Day 16 | * Travel back to US
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1. **DESIRABLE VOLUNTEERS SKILLS**
* Experience in community engagement training
* Proven experience of leadership and organizational development
* Leadership management skills

Flexibility and good communication skills

1. **IN-COUNTRY LOGISTICS**
* UNPAZ will provide material for the training such as flip charts, markers and sticky notes.
* CRS country staff will help to set up meetings between the host and volunteer.
* CRS HQ will provide the volunteer with a per-diem advance to cover meals and incidentals.
* For more information, please refer to country information that will be sent by @Cristo, Celestina before the volunteer leaves the US
1. **RECOMMENDED ASSIGNMENT PREPARATIONS**
* Prior to travel, the volunteer will be advised to prepare necessary training and demonstrating aids and written handouts. Soft copies of the handouts and any other paper materials can be printed for immediate use at the CRS office 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 during the kick-off meeting and collect them from the office in Dili prior to travel to the assignment site (if the host is not able to provide them).
* Translation of handouts to local languages can be done in the locality of the assignment, if required at short notice.
* Recommended reading about UNPAZ <https://unpaztoday.wordpress.com/profil-2/>
* Recommended reading/viewing about Timor-Leste <http://timor-leste.gov.tl> / <https://www.youtube.com/watch?v=7RMJtJH5-7w>
1. **KEY CONTACTS**

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| **CRS Baltimore** | **F2F Timor-Leste Country Manager** |
| **Emily Keast /Chi Olisemeka**Volunteer RecruiterFarmer to Farmer Program228 W. Lexington StreetBaltimore, MD 21201Email: emily.keast@crs.org / chi.olisemeka@crs.org  | Jose Maria Alves Ornai Farmer-to Farmer Project Manager, Catholic Relief ServicesTimor-LesteRua Dom Boaventura No. 12, Motael Vera Cruz, Dili, Timor-LesteEmail: josemaria.alves@crs.org **Celestina Ramos Cristo**Farmer-to-Farmer Project Officer Email: celestinaramos.cristo@crs.org Telephone: +670 77526421 |
| **Host Organization:** |
| Jonio do Santos, M.AgrDean : Agriculture Faculty Email: kaduak68@gmail.com Tel: +67077906689  | Adolmando Soares Amaral, Lic. Eco, MMRector Tel: 763 8566 / 788 7478 |

1. [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://extwprlegs1.fao.org/docs/pdf/tim149148.pdf> [↑](#footnote-ref-2)
3. <https://www.statistics.gov.tl> [↑](#footnote-ref-3)
4. <https://www.statista.com> [↑](#footnote-ref-4)