



NOTE THIS IS A DRAFT SOW

Remote Paired Volunteer Assignment: Ethiopian or East African volunteer to be paired with virtual supporting American volunteer

To express interest in this assignment, Ethiopian and East African volunteers please email haile.deressa@crs.org or lidia.retta@crs.org. Interested American volunteers for virtual support please email chi.olisemeka@crs.org.

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

Summary Information	
Assignment code	ET266
Country	Ethiopia
Country Project	Crops
Host Organization	Kombolcah ATVET College
Assignment Title	Training on use of R Software package
Assignment preferred dates	Flexible
Assignment objectives	Provide training on use of R software package for agricultural data analysis
Desired volunteer skill/expertise	<ul style="list-style-type: none"> • Expert in biostatistics, particularly in agriculture • Proficiency in use of R software package for agricultural data analysis and interpretation of outputs
Type of Volunteer Assistance	Technology Transfer (T)
Type of Value Chain Activity	Information and Input Support Services (S)
PERSUAP Classification ¹	Type III

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.



A. BACKGROUND

CRS Farmer-to-Farmer program (F2F) is a five-year (2019-2023) USAID funded program implemented with a primary goal of reducing hunger, malnutrition, and poverty across six countries: Benin, East Timor, Ethiopia, Nepal, Rwanda, and Uganda. The program aims at achieving this goal through advancing inclusive and sustainable agriculture led growth aimed at generating sustainable and broad-based economic growth in the agricultural sector. The program's secondary goal is to increase US public understanding of international development issues and programs and share the knowledge back in the US. To achieve these goals, F2F program provides volunteer technical assistance to farmers and farmer groups (associations and cooperatives), private agribusinesses and agriculture education institutions to address key technical and institutional problems identified by the hosts in selected agricultural value chains. F2F volunteers are pooled from a broad range of US agricultural expertise, from private farmers with varied experiences, University professors, bankers/certified accountants, animal health and nutrition specialists, soil scientists, agronomists who provide technical assistance to local host organizations. F2F program introduces innovation and develops local organizations capacity for more productive, profitable, sustainable, and equitable agricultural systems while providing an opportunity for people-to-people interactions within the agricultural sector. In Ethiopia, F2F program interventions focus on livestock and crop value chains.

Kombolcha Agricultural Technical and Vocational Education and Training (ATVET) College is located in Kombolcha town of the Amhara regional state. It is one of the 25 ATVET colleges in the country and pursues three interrelated pillars: education/training, research, and community support services. Under the education program, the College trains students in plant sciences, animal science, irrigation, cooperative, and natural resource management. The College's curriculum ensures that 70% of class time is devoted to practicum and 30% to theory. The College has a farm that is located approximately 12 km from the main campus and is used for production and practical demonstration purposes. The College mostly receives students directly from grade 10 and trains them to be Development Agents (DAs). The College also receives experienced DAs that are upgrading their Diploma to degree level. Graduates from ATVET colleges are expected to play significant roles in modernizing Ethiopia's agriculture; however, there are capacity and technical skill gaps at the College level that prevent them from providing the expected quality education and services to their students. Among others, lack of exposure to statistical packages for data management (entry, analysis, and interpretation) is affecting performance of the staff and the college in delivering training and advices to its clients.

B. ISSUE DESCRIPTION

Kombolcha ATVET has been actively engaged in teaching-learning processes, conducting problem-solving research, and providing demand-based community services. The instructors of the college



conduct academic (thesis) and applied research which are tailored to the needs of the local communities. The applied research conducted at the farm station are also used as practical application of training courses by the DAs.

R is an open-source programming language and free software environment for data analysis, statistical computing, and graphics, and has grown in popularity. It helps to analyze data sets beyond other computer-based statistical tools. It gives an excellent overview of the fundamentals and basic information on how to create data visualizations through r code and r packages. Kombolcha ATVET has limited experience in using statistical tools to analyze data and interpret results from academic and applied research conducted by the college teachers and students. Hence the college requires external technical support to enhance its performance in providing community services and DAs' training on data management.

The planned training will provide an overview of the fundamental practical issues including accessing R packages, programming in R, reading data into R, writing R functions, debugging, running the data analysis, and interpreting outputs. And the training will use data inputs collected from research activities conducted by the college and research institutes in in the area.

C. OBJECTIVES OF THE ASSIGNMENT

The main objective of the assignment is to provide technical support on the use of R software and the interpretation of the outputs. The training will create awareness for the college staff (trainees) on access to open R software resources. This should be done in a way that allows trainees to apply the knowledge in conducting research, training DAs, and formulating extension messages for community services.

Specific objectives of the assignment include:

- Providing practical training on application of R software package in agricultural data management (entry, analysis, and interpretation of outputs).
- Creating awareness for the college staff on access to and use of open R resource materials.

This assignment will directly contribute to capacity development of the college instructors and indirectly to other beneficiaries. The expected number of target beneficiaries of this training and technical assistance is 35 staff.

D. HOST CONTRIBUTION

The host has committed to mobilize staff of the college for the volunteer's training with practical exercises using data from the field. The host will also avail key personnel to work closely with the volunteer in assisting her/him during training and practical demonstration sessions, ensuring translation



of the training media to the local language and advising on the culture of the area. CRS will cover lodging and other related costs of the volunteer against receipts. In coordination with the host and the volunteer, CRS will also arrange and pay for transport services for daily use to and from the office.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

It is anticipated that the training will lead to:

- 35 staff gaining knowledge and skills on the basic use of R software for data analysis and interpretation of outputs.
- Access to R software reference materials for the host staff created.
- Practical use of R-software in the field situation/real world/problem solving, i.e., in the teaching, research and community services.

F. DELIVERABLES

The major deliverables of this assignment include, but not limited to:

- Training lists with people trained and subject areas as per the training reporting formats
- Volunteer end of assignment report with recommendations to the host organization action plan and recommendations to CRS
- Conduct a final debriefing (PowerPoint presentation) with the host organization (plus key stakeholders) and CRS/USAID
- Conduct in country outreach events in Ethiopia using social media (for local volunteers)
- Conduct outreach activities about the assignment in USA (US volunteer) using appropriate medias (print, social etc.)

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN ETHIOPIA

Day	Activity
Day 1	<ul style="list-style-type: none"> • Receive security and general orientation • Travel to assignment place (Kombolcha) with CRS staff and meet the host staff
Day 2	<ul style="list-style-type: none"> • Discuss and clarify SOW, anticipated outcomes, and work plan • General orientation with the host, first-hand briefing on the main objectives and modality of the assignment and adjustment of the agenda for the coming days (work planning session)
Day 3	<ul style="list-style-type: none"> • Conduct further assessment of skills and knowledge gaps • Develop 10 days (2 weeks training) curriculum covering key knowledge and skills gaps
Day 4-14	<ul style="list-style-type: none"> • Carry out the assignment and provide orientation to the host staff
Day 15	<ul style="list-style-type: none"> • Briefing / exit meeting with the host in the presence of CRS staff



Day	Activity
Day 16	<ul style="list-style-type: none"> • Facilitate in country/virtual debriefing with CRS staff and/or USAID Mission • Finalize reimbursement of expenditures and liquidations (if any) with finance as required • Submit volunteer reports, training attendance sheet, assignment report, PPT presentation and any reference materials to CRS F2F team • Depart for his/her place

H. DESIRABLE VOLUNTEERS SKILLS

The volunteer needs to have the following skills, qualifications, and competencies:

- Expert in biostatistics
- Proficiency in use R software package for biological data analysis
- Experience and skills in adult training methodologies
- Strong communication and interpersonal skills
- Willingness and flexibility to train and technically assist the staff whenever required
- Respect for the cultural and religious norms of the rural people

I. ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS

- The volunteer will stay in a hotel near to the assignment place booked and confirmed before the volunteer the assignment star date. The hotel will have rooms that include services such as breakfast and wireless internet etc.
- CRS will provide a vehicle and accompany the volunteer to the place of assignment.
- CRS Ethiopia will arrange hotel accommodations and cover the lodging bills against receipts.
- CRS HQ will provide the volunteer with a per-diem advance to cater meals and incidentals.
- CRS Ethiopia will also reimburse the volunteer with laundry costs against receipts.

J. RECOMMENDED ASSIGNMENT PREPARATIONS

- Although CRS F2F has developed such hinting SOW, the volunteer can fine-tune through her/his professional qualifications to successfully carry out this assignment.
- Prior to the assignment, the volunteer is advised to prepare necessary training and demonstration aids and written handouts. Softcopies of the handouts and any other paper materials can be printed for immediate use at the CRS office in Addis Ababa on request by the volunteer.
- If the volunteer requires simple training aids like flip charts, markers, or tape s/he should make the request and collect from the CRS office in Addis Ababa prior to the assignment.
- Translation of handouts to the local language can be done in the locality of the assignment, if required.



- Depending on the meeting places and availability of electric power and LCD projector, the volunteer may use a laptop and projector for power point presentations

K. 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; 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.

L. KEY CONTACTS

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