



**TERMS OF REFERENCE**  
**Agriculture, Climate Change and Natural Resource Program**  
**Technical Support Consultant**

**1. Background**

IICA is the specialized agency of the Inter-American System for agriculture, that supports the efforts of the Member States to achieve agricultural development and rural well-being.

The Climate Change, Natural Resources and Management of Production Risks Program seeks to support the countries in the institutional strengthening, the development of technical capacities and the knowledge management that promotes a low carbon resilient agriculture. Among the initiatives of this Program are the efficient use of water, including nature-based solutions to address issues of drought, flood management and water reuse in agriculture; and the sustainable soil management, including practices that improve their health, natural fertility and biodiversity, including the improvement of soil organic carbon, as well as techniques that reverse the degradation and contamination, while increasing the productivity of the soil. All these initiatives form part of a strategic and ambitious 2021 work plan for the Caribbean Region, which requires technical support to achieve deliverables related to planning, project development and execution, communication, and technical action at the local, regional and hemispheric level. The provision of technical support in soil, water and climate-related activities via this consultancy is important to increase the effectiveness and efficiency of initiatives in the Caribbean as well as to help build our future portfolio.

**2. Objective of the consultancy**

To support the planning, development, execution, and evaluation of technical cooperation actions/activities on climate change, natural resource management and soil and water management in the Caribbean region.

**3. Professional profile**

- A Masters in Soil Science or Agronomy or a related field. Applicants with a Bachelor's degree from a reputable university who possess considerable experience will also be considered.
- Solid understanding of the main challenges facing farmers and agricultural stakeholders in Caribbean countries and the role of different actors.
- At least 3 years experience in supporting the design, writing and implementation of climate change, soil or water focused agricultural projects in the Caribbean region.
- A track record of the building capacity of technicians and farmers in areas of soil and water management.
- Strong scientific and technical writing skills in English



- Computer experience with competence in Microsoft Office (Word, PowerPoint, Excel and Publisher) and online collaboration and communication technologies.
- Well organized and flexible, with experience working under pressure as part of a team, but also able to work independently and proactively.
- Located in one of IICA's member states

#### Desirable qualifications

- Experience working in more than one country in the region
- A basic to working knowledge of Spanish

#### **4. Duration of the consultancy**

05 months (February 15<sup>th</sup> to July 31<sup>st</sup>, 2021)

#### **5. Activities**

- Review and provide feedback on workplans, projects, proposals and strategies related to climate change, soil and water programmed for the Caribbean
- Provide technical and project management support for the planning, development, partnership cultivation and implementation of regional and national projects (internally & externally funded) related to water, soil, and climate change in the Caribbean
- Lead and/or support the communication, visibilization and reporting of technical activities and outputs.
- Provide research assistance to inform the development and execution of technical cooperation actions on or related to climate change, soils and water and natural resource management.

#### **6. Expected products**

- Inception Report
- Literature/information reviews to support the development of a revised draft proposal on Water Security for Agriculture and the Rice Sector Transformation projects in the Caribbean
- Workplans, guidelines and materials to support the execution soils projects and the Caribbean Climate Responsive Agricultural Forum
- Information repository and summary presentations on case-studies/project results in the Caribbean to inform and guide the development of training materials, presentations and publications for building capacity on soil & water management and climate change
- At least 10 technical reports , workshops and/or webinars on soil & water management, climate change and related themes
- Final Technical Report



**7. Payment method:**

The Institute shall pay the Consultant the local equivalent as a professional fee, in accordance with the current institutional exchange rate and upon delivery of the products established, as long as the products have been received to the entire satisfaction of the person that the Institute have designated for this purpose and upon submission of an invoice. The products will be paid as follows:

<b>Payment #</b>	<b>Percentage</b>	<b>Products</b>
01	15%	<p>- Product: Inception Report The report will include a review of strategy and work plan for water, soil and climate change work in the Caribbean with recommended changes to or development of a specific roadmaps to support various interventions. Deadline: February 26<sup>th</sup>, 2021</p>
02	30%	<p>- Product: Workplans, guidelines and materials to support the execution of a soils project and the Caribbean Climate Responsive Agricultural Forum (knowledge management mechanism) Refers to Gantt and other types of planning / scheduling charts to support the implementation and monitoring of project interventions in the Caribbean.</p> <p>- Product: Information repository and summary presentations on case-studies/project results in the Caribbean to inform and guide the development of training materials, presentations and publications for building capacity on soil &amp; water management and climate change on at least two topics. This involves the landscaping and centralization of information on case-studies and project results to facilitate easier access to and more effective use of information to build capacity, knowledge products and projects.</p> <p>- Product: At least 5 technical reports, workshops and/or webinars on soil &amp; water management, climate change and related themes Deadline: March 31<sup>st</sup>, 2021</p>
03	35%	<p>- Product: Literature/information reviews to support the development of a revised draft proposal on Water Security for Agriculture and the Rice Sector Transformation projects in the Caribbean on at least two topics.</p>



		<p>This refers to reports and/or documents with critical synthesis of scientific and project literature that are useful in informing the development of proposals</p> <p>- Product: Information repository and summary presentations on case-studies/project results in the Caribbean to inform and guide the development of training materials, presentations and publications for building capacity on soil &amp; water management and climate change</p> <p>This involves the landscaping and centralization of information on case-studies and project results to facilitate easier access to and more effective use of information to build capacity, knowledge products and projects.</p> <p>- Product: At least 5 technical reports, workshops and/or webinars on soil &amp; water management, climate change and related themes</p> <p>Deadline: May 31<sup>st</sup>, 2021</p>
04	20%	<p>- Product: Final Technical Report</p> <p>Report on progress made on all technical activities undertaken and suggested way forward</p> <p>Deadline: 03 day before the end of the contract</p>

## 8. Submission of proposals

Interested individuals should send their proposals to the email [programa.ccrn-rp@iica.int](mailto:programa.ccrn-rp@iica.int) under the subject "**Agriculture, Climate Change and Natural Resource Program Technical Support Consultant**" before February 28<sup>th</sup>, 2021, as well as register in the online database of IICA consultants at: <https://iica.int/en/privacy-notice-consultants>

### Proposals must contain:

1. Technical proposal containing the methodology and work schedule.
2. Curriculum vitae or detailed resume in relation to the information that supports the suitability and the fulfilment of the requested profile.
3. An economic proposal considering the individual fees at all costs of each specialist.

In case of enquiries, they may be sent until February 25<sup>th</sup>, 2021 to the mail email [programa.ccrn-rp@iica.int](mailto:programa.ccrn-rp@iica.int)