

TERMS OF REFERENCE - IMPLEMENTATION SUPPORT CONSULTANTS

A. Background

The Smallholder Resilient Economic Sector Development Project (SREDSP) will improve the income, food security, climate and disaster resilience of smallholder farmers, with a dedicated focus on women's empowerment building on the lessons learned from past ADB projects. The project will target seven provinces that are vulnerable to climate hazards including heatwaves, droughts, and flooding and where poverty incidence remains high: Pursat, Battambang, Banteay Meanchey, Siem Reap, Kampong Thom, Kampong Cham and Prey Veng.

The proposed project will (i) roll-out inclusive technical services and green investment for nature-positive smallholder agriculture in targeted communes, (ii) rehabilitate or construct small-scale climate resilient infrastructure for improved productivity and better market access, (iii) strengthen the long-term resilience of poorer communities through disaster risk reduction (DRR), climate-risk management for selected cropping systems, insurance and financing; and (iv) promote women's empowerment in agriculture and food consumption.

The project is aligned with the following impact: rural economy expanded and made resilient. Its outcome is income, nutrition and resilience of smallholders improved in target provinces with enhanced women's empowerment. The project implementation period is six years from June 2026 to June 2032. The proposed project has the following outputs:

Output 1: Inclusive technical services and green investment for nature-positive smallholder agriculture rolled-out. This output will provide technical services to smallholders and communities for sustainable cropping, livestock, and agroforestry. Advisory services and on-farm demonstrations will support smallholders and communities to upgrade their skills, productivity, climate resilience, and capacities to transition to more commercial agriculture. Smallholder farmers who are also members of the LIGs will be supported through affordable credit or grants to deploy innovations, allowing them to improve their margins. Smallholder farmers will receive those services through government extension services, professional associations, or private sector organizations that will be identified during project preparation. The output will ensure that women farmers have equal access to technical services and green investment for nature-positive agriculture.

Output 2: Small-scale climate resilient infrastructure developed for improved productivity and better market access. This output will develop small-scale climate resilient infrastructure for output 1, with the specific aim of increasing productivity and/or access to markets. A participatory approach with smallholders and community leaders will be applied to select subprojects during implementation, with clear selection criteria, involving women and men equally, ensuring women's voices and specific mobility and productivity needs are addressed. The project will rehabilitate or construct small-scale irrigation infrastructure and where possible, nature-based solutions will be integrated. The project will support the construction or rehabilitation of rural access roads connecting farmers with markets, explicitly incorporating women's safety and accessibility considerations, facilitating women's equitable access to markets. The project will specifically aim at linking smallholder farmers to newly constructed road networks or irrigation schemes.

Output 3: Long term resilience of poorer communities strengthened through gender-responsive disaster risk reduction and sustainable healthy diets. This output will complement outputs 1 and 2 by strengthening the long-term climate and disaster resilience, but also the long-term economic security of women, poor and climate vulnerable communities. In consultation with local communities, the project will support communes in developing or updating gender responsive disaster risk management plans to address people's specific vulnerabilities and needs. It will consider the integration of insurance products into agri-finance lending programs, provided that government funding is committed, or a viable commercial model is identified. Financing may be provided as start-up investment through existing and

new Livelihood Improvement Groups (LIGs) with a focus on women-led businesses and groups and the poorest.

Output 4: Women's empowerment enhanced across agricultural value chains. This output will explicitly target women's empowerment and resilience by addressing inequalities in agriculture and food systems. It will support women's economic empowerment through tailored financial inclusion programs, financial literacy education, and access to sustainable agribusiness opportunities, specifically addressing women's resilience to extreme heat, building up on an ADB pilot promoting innovative cooling solutions for rural women in Cambodia. This output will also support targeted dietary education and encourage women to produce nutritious food commodities and transition to sustainable healthy diets

The National Committee for Sub-national Democratic Development Secretariat (NCDDS) will execute the project and will also be the implementing agency. The ISC team form will be embedded within the NCDDS SREDSP Project Management Unit (PMU) offices within the Ministry of Interior.

B. Scope of Services

Overall scope. An Implementation Support Consultant (ISC) team will be recruited to provide services to support the implementation of the project. The project is complex in scope and implementation arrangements. To achieve intended outputs and outcomes according to schedules, timely and coordinated work among the staff from NCDDS and PWGs and consultants recruited under different methods is crucial. The consultants to be recruited under QCBS (CS-001) are required to: (i) provide support to the NCDDS and the PWGs in the target provinces; (ii) provide coordination support to the National Committee of Disaster Management (NCDM), the World Food Program (WFP) and the Farmers' Livelihood Improvement Association (FLIA); (iii) provide coordination support to both individual consultants and consultants firms to be recruited to ensure that their work is coordinated to achieve the intended outputs according to schedules; (iv) guide the activities under Output 1 relating to the strengthening of value chains, improving access to rural finance linked to insurance, and the delivery of technical training to local extension staff (Commune Agricultural Officers) and smallholder farmers. The international Team Leader is responsible for overall project monitoring and coordination of services and assisting the EAs to prepare consolidated progress reports. The tentative starting date is January 2027, and the expected duration of the contract is 63 months.

Composition and General Requirements. The Project will require a total of 1,748 person-months (p-m) of consultant services comprising 24 p-m for international and 1,724 p-m for national consultants. The international consultant will have (i) at least a master's degree or equivalent qualification in relevant fields; (ii) more than 15 years of relevant experience on similar projects including at least five years of experience in implementing projects in the Greater Mekong Sub-region; (iv) sound and practical knowledge in relevant fields in Southeast Asia, with familiarity with the particular circumstances of the Tonle Sap basin in Cambodia and with poverty reduction and sustainable development; (v) demonstrated successful team leadership and team work experience; and (vi) strong interpersonal and communication skills. Some knowledge of Khmer language would be an advantage.

The national consultants will have: (i) preferably a graduate university degree or bachelor's degree in relevant fields cumulated with relevant experience; (ii) preferably 5-10 years of experience and extensive knowledge in relevant fields in Cambodia; (iii) experience in working with international consultants, government institutions, community-based organizations, or NGOs; and (iv) excellent communication skills in writing and spoken English.

Under the supervision of the Team Leader, the ISC national consultants, in close cooperation with each other, will (i) assist the staff of NCDDS, and support the provincial working groups (PWGs) in each target province to implement the Project and (ii) coordinate with other consultants. The breakdown of consultant inputs is as follows:

Position	Person-months	
	International	National
International		
1 Agricultural Value Chain Specialist/Team Leader	24.0	
National - PMU support		
2 Rural Development Specialist/Deputy Team Leader		63.0
3 Environmental/Social Safeguard Specialist		24.0
4 Monitoring and Evaluation Specialist		40.0
5 Social Development and Gender Specialist		40.0
6 Early Childhood Development Specialist		45.0
7 Climate Change Adaptation Specialist		42.0
8 Administrative Assistant		63.0
National - Provincial Working Groups support		
9 Provincial Project Management Advisers (7)		399.0
10 Provincial Finance Advisers (7)		399.0
11 Provincial Green Investment Grant Advisers (7)		252.0
National - AVC Team		
12 Agriculture Value Chain Specialist/Deputy Team Leader		63.0
13 Agricultural Extension Specialist		18.0
14 Climate Smart Agricultural Specialist		18.0
15 Insect Farming Specialist		6.0
16 Nutrition-sensitive Agriculture Specialist		18.0
17 Agricultural Finance Specialist		24.0
18 Provincial Extension and Training Facilitators (7)		210.0
Total	24.0	1,724.0

C. Specific Duties and Responsibilities

PMU Support

1 International Agricultural Value Chain Specialist/Team Leader (24 p-m)

The Team Leader working with the national Deputy Team Leader will report to the NCDDDS Project Director. S/he will be based at the NCDDDS office and specific tasks include but will not be limited to:

Project Management:

- Assist the NCDDDS Project Director and Project Manager on project management and implementation related issues including preparation and finalization of annual workplan and budget, physical and financial progress monitoring and reporting, development and implementation of results monitoring, evaluation and reporting, any relevant implementation guidelines and procedures to update of Project Administration Manual (PAM).
- Assist the PMU to organize any joint training or workshops and in the selection and conduct of baseline data collection.
- Provide support to Project Director to organize quarterly joint results monitoring meetings and assess and finalize the quarterly progress report.
- Provide support to Project Steering Committee (PSC) to prepare for a meeting (six monthly basis) on the project matters and assist to integrate any recommendations from the PSC.
- Work closely with Social Development/Gender Expert and Climate Change Experts to ensure implementation of Gender Action Plan and climate change considerations.
- Carry out coordination meetings on a regular basis with government staff and consultants working under the project to discuss, coordinate and replicate proven models and interventions.
- Carry out coordination meetings on a regular basis with the individual consultants recruited by NCDDDS to ensure timely coordination and cooperation, and report to respective Project Director and Manager for coordination issues and recommended remedial measures.

- Carry out regular field monitoring to identify any implementation issues and to the Project Directors immediate measures for improvement.
- Assist NCDDDS PMU to oversee overall procurement of works, services and goods.
- Supervise and monitor the performance of all consultant experts in the ISC team including review and endorsement of their timesheets and manage appropriate planning of consultants' input allocation.
- Compile and produce consolidated reports including quarterly progress reports, annual workplans, and other project related documents.
- Undertake other tasks as requested by the NCDDDS Project Director and the Project Manager.

Agricultural value chains:

- Guide the study of existing marketing channels and examination of the value chains for the selected priority commodities in each province to confirm the potential opportunities for the adoption of climate resilient technologies and the funding requirements.
- Assist in the establishment of the mechanisms for the delivery of the small grants for green investment in climate resilient technologies through the LIGs and develop a Small Grants Manual to document the procedures for delivery and monitoring of the procedures.
- Provide advice on the design of the provincial training and awareness raising activities for PDAFF and DoANRE, Commune Agricultural Officers (CAOs), Commune Support Officer and FLIA field staff.
- Provide advice on the establishment and oversight of quality assurance mechanisms for technical advisory services, Farmer Field Schools, demonstration plots, and green investment support to ensure high technical standards and consistent service delivery.
- Participate in stakeholder engagement and partnership development with private sector buyers, agribusiness firms, financial institutions, microfinance institutions, and development partners to strengthen market access and investment opportunities for smallholders.
- Provide coaching and mentoring for the agricultural value chain team members, to promote knowledge sharing and teamwork, and support capacity development of provincial and field-level staff.

Qualifications and experience. At least a master's degree or equivalent qualification (formal qualifications) in agronomy or agricultural economics. At least 15 years of experience in managing ODA-financed large-scale agricultural and rural development projects, and extensive experience in participatory agricultural, rural development, value chain strengthening, including rural finance and irrigation. Adequate knowledge of (i) ADB procedures on procurement, financial management, consulting services, and safeguard policies, and (ii) RGC standard operating procedures (SOPs). (iii) proven planning, management, reporting, and interpersonal communication skills. Computer literacy: word processing, spreadsheets, power point and database programs with excellent English communication skills, written and spoken. Previous experience in Cambodia and some knowledge of Khmer desirable.

2 Rural Development Specialist/Deputy Team leader (63 p-m)

The Rural Development Specialist/Deputy Team Leader (DTL) will be based at NCDDDS PMU and work closely with International Team Leader to provide managerial support to NCDDDS national and provincial teams. The DTL will report to the international Team Leader. Specific tasks include but will not be limited to:

- Support the international Team Leader to assist the NCDDDS Project Director and Project Manager on project management and implementation related issues to ensure that the project implementation is in line with government policies and guidelines and follows the provisions of the financing agreements of ADB and the RGC.
- Assist the Team Leader to provide overall guidance to the EA and provincial working groups in the Annual Workplan and Budget (AWPB) process by consolidating the AWPBs in one report.
- Assist the Team Leader to monitor the overall finances of the Project by consolidating and updating financial progress to be submitted by the EA.
- Assist the Team Leader in planning, developing and conducting necessary training and assist the Team Leader in facilitating coordination meetings.

- Assist in the preparation of progress reports, steering committee meetings, annual project reports.
- Assist the development of monitoring and evaluation indicators suitable for participatory monitoring by communities.
- Monitor coordination between the relevant provincial departments, district offices, commune councils, the EA and provincial working groups to ensure that synergy in component implementation will occur.
- Respond promptly to any requests for information or assistance from the EA and provincial working groups within the scope of the Consultants.
- Assist the Team Leader in monitoring and endorsing any expenditures undertaken by the consultants on behalf of the Project and ensure timely submission of monthly invoices with sufficient support documents.
- Undertake other tasks assigned by the ISC Team Leader.

Qualifications and experience: Preferably a relevant graduate university degree in agriculture or combination of education and at least 10 years of experience in project management, particularly ODA-financed large-scale agricultural and rural development projects. Good up to date knowledge of ADB policies and financial rules and regulations; and Government SOPs; proven planning, management and reporting skills. High level of computer literacy, excellent English communication skills, written and spoken, and willingness to undertake visits to the target communes.

3 Environmental/Social Safeguard Specialist (24 p-m)

The Environmental/Social Safeguards Specialist will be responsible providing guidance and supervision of the environmental and social safeguard specialists in the Design and Construction Supervision (DSC) team (CS-002) for the preparation of the environmental screening and assessment for all rural infrastructure subprojects and the identification of appropriate mitigation measures against any unfavorable environmental impacts. S/he will also oversee the social safeguard due diligence procedures of the DSC team, including a review of the Social Safeguard Due Diligence (SSDRRs) that are prepared for each subproject and ensure that they are in full compliance with the ADB Safeguard Policy Statement (SPS - 2009). S/he will also monitor the application of the environmental and social safeguard provisions during the construction of the subprojects and prepare the six monthly safeguard monitoring reports for submission to ADB. S/he will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

Specific tasks include but will not be limited to:

- Oversee the implementation of environmental and social safeguards prescribed for the construction and initial operation of the four pilot rural infrastructure subprojects.
- For other subprojects, provide guidance to the DSC team for implementing the requirements of the project EARF and the ADB (2009) for screening out subproject proposals which do not meet the selection criteria; categorizing the subprojects for the level of environmental assessment required; and supporting the preparation of an IEE/EMP or Environmental Code of Conduct (ECC) for the subproject according to the categorization.
- Ensure that environmental design measures specified in the EMP or ECC are incorporated in the detailed design and the EMP or ECC is included in the bid and contract documents for the infrastructure subprojects.
- Provide guidance to the DSC team on the conduct of the required public consultation for subprojects and ensure data collection related to social safeguards, including screening of subprojects, collection of land ownership and use information, socio-economic data (as required), and verification of affected households, in coordination with NCDDS, local authorities, and the General Department of Resettlement (GDR).
- Provide guidance to the PWGs and commune councils on the procedures for the establishment and publicizing the GRM for subprojects, ensuring that the GRM publicity is appropriate to the scale and complexity of the subproject and includes, as a minimum, the disclosure of all contact persons for lodging complaints.
- Support land acquisition and resettlement activities by assisting with field surveys, consultations, documentation of impacts, and coordination with GDR during census, inventory

of losses, and verification processes, and by supporting the review and follow-up of resettlement plans prepared by GDR.

- Provide guidance on the voluntary land donation processes and the facilitation of consultations as outlined in the RPF with landowners, assisting with disclosure of project information, documenting consent, and verifying that voluntary land donation is conducted in a transparent, informed, and non-coercive manner.
- Support the implementation of Indigenous Peoples safeguards during field screening, conducting and documenting culturally appropriate consultation meetings, collecting community feedback, and supporting implementation and monitoring of Indigenous Peoples Plans and related mitigation measures.
- Carry out routine field monitoring of environmental and social safeguard implementation, including site visits to construction areas, verification of compliance with resettlement plans and Indigenous Peoples Plans, and identification of emerging social issues during construction.
- Collect, compile, and analyze safeguard monitoring data and prepare field-level inputs to Semi-Annual Safeguard Monitoring Reports (SSMRs) and safeguard-related sections of Quarterly Project Reports (QRs), in coordination with the ISC Team Leader.
- Provide assistance as needed to the External Safeguards Monitoring Entity (CS-004) to ensure effective auditing of compliance of environmental and social safeguards with the ADB SPS (2009).
- Provide guidance to the DSC team and PWGs on the preparation of the initial summaries on implementation of environmental and social safeguards measures in the quarterly project progress reports and provide guidance during the preparation of the first semi-annual environmental monitoring reports.
- Undertake other tasks assigned by the ISC Team Leader.

Qualifications and experience. The Environmental/Social Safeguards Specialist will have at least a Master's degree in environmental management and/or social development, from a recognized institution. He/she will have at least 15 years' experience in environmental and social safeguards, including experience of roads and irrigation. at least seven years of relevant professional experience in social safeguards, land acquisition and resettlement, Indigenous Peoples, or community development, preferably under ADB-financed or other development partner-funded projects. Practical, hands-on experience in field-based data collection, including social screening, census and inventory of losses, socio-economic surveys, and verification of affected households. Proven experience in organizing and documenting public consultations, focus group discussions, and community meetings, including preparation of minutes, attendance lists, and photographic records. Demonstrated experience in GRM operation, including receiving complaints, maintaining grievance logs, tracking cases, and coordinating follow-up and resolution at field level. Experience in social safeguard monitoring and reporting, including collection of field data and preparation of inputs to Semi-Annual Social Safeguard Monitoring Reports and safeguard-related sections of Quarterly Project Reports. Familiarity with Cambodian laws, regulations, and institutional arrangements related to land acquisition, resettlement, and Indigenous Peoples, including coordination with the GDR and local authorities. Ability to work closely with contractors, supervision consultants, and engineering teams to monitor compliance with social safeguard requirements during construction. Strong communication and coordination skills, with the ability to work effectively with government agencies, local authorities, contractors, and affected communities. Good oral and written communication skills in English.

4 Monitoring and Evaluation Specialist (40 p-m)

The Monitoring and Evaluation (M&E) Specialist will work at NCDDDS and will be responsible for M&E and reporting. S/he will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

- Design and manage the project's project performance and monitoring system (PPMS) and assist with designing, planning, budgeting and reporting functions in line with the government's procedures and the requirements of the ADB loan and grant agreements.
- Assist in the design and operation of an M&E system for the NCDDDS (including suitable indicators for the baseline, mid-term, and project completion reviews) satisfactory to the co-

financiers and ensure the NCDDDS monitoring system is fully compatible with the project PPMS at NCDDDS.

- Assist in the consolidation of the annual work plans and budgets (AWPB) through the participatory planning workshops conducted at district, provincial, and national level for submission to the MEF and ADB by 15 October of the previous year.
 - Develop a work plan and schedule for monitoring and evaluation of specific implementation contracts in accordance with approved criteria.
 - Review the quarterly monitoring reports received from each of the national and sub-national agencies and assist in the consolidation of the quarterly progress reports for submission to the NCDDDS Project Director in accordance with reporting guidelines and procedures.
 - Provide training in monitoring and reporting systems and procedures to staff at the sub-national level.
 - Assist NCDDDS in developing TORs for baseline surveys, and developing survey questionnaires, and providing technical guidance for baseline and project completion survey consultants to carry out baseline surveys.
 - Provide the NCDDDS Project Directors with regular status reports, including information on progress made, issues outstanding and actions recommended.
 - Provide support and training to relevant staff at the sub-national level to ensure that the design and implementation of the project financed implementation contracts address monitoring and evaluation concerns.
- Mainstream M&E practices to technical staff particularly the qualitative aspects e.g., impact assessment, comparison of farmers' practices and new technologies, and satisfaction of the services provided.
- Ensure that M&E of the AWPB at sub-national level and within NCDDDS/PMU is carried out in accordance with established guidelines and procedures and provide any support required.
 - Receive and arrange for reproduction and circulation of reports, studies and other project documentation from consultants as appropriate.
 - Design questionnaires and ensure regular outcome monitoring
 - Undertake other tasks assigned by the ISC Team Leader.

Qualifications and experience: A relevant post-graduate university degree in appropriate Social Science discipline; postgraduate study abroad is an advantage. At least seven years' experience of planning, monitoring and reporting in rural development projects/programs; experience with government planning process, M&E systems and reporting procedures at the national and sub-national levels and working at sub-national level would be an advantage. Knowledge of the government's ongoing reforms of sub-national government. Knowledge of government, ADB. procedures, policies and financial rules and regulations. Sound knowledge of computer information system, word processing, database and financial and project management software. Excellent English communication skills, written and spoken. Availability and willingness to undertake visits to the target communes.

5 Social Development and Gender Specialist (40 p-m)

The Social Development/Gender Expert will be based in the NCDDDS PMU but will also support the PWGs at provincial level. S/he will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

Review and revise the Gender Action Plan to improve the gender targets based on the revised scope and implementation arrangements.

- Review and revise the Gender Action Plan to align gender targets with any updates to the project scope and implementation arrangements.
- Assist NCDDDS PMU in developing TORs for baseline surveys, developing survey questionnaires, and providing technical guidance to baseline consultants to carry out baseline surveys.
- Work closely with the other ISC Team members to determine the scope of sex-disaggregated data to be collected during baseline surveys, the selection and formation of LIGs, the design of technology packages/interventions, and the identification of targeted beneficiaries for training and delivery.

- Support the NCDDDS PMU in monitoring the implementation of the Gender Action Plan (GAP), including gathering data from provinces, and in other consulting packages to report on completed activities and targets achieved.
- Conduct analysis, activities, and follow-up to ensure the participation of women and vulnerable groups in all project public consultations. Ensure their input is recorded and considered in sub-project planning.
- Design training materials to strengthen gender-transformative and women's empowerment content within existing gender equality training packages used by Women's Affairs at the provincial level. Organize collaborative workshops to co-create training and community education materials on intrahousehold gender equality and women's empowerment. Support PMU in engaging service providers to produce high-quality print, video, and digital materials.
- Conduct training-of-trainers and other activities to strengthen the capacity of provincial gender focal points to deliver gender equality and women's empowerment training to commune and district officials. Monitor the implementation of community education campaigns and recommend strategies to improve the delivery of key gender-transformative messages.
- Coordinate with provincial working groups, FLIA, and other project units to ensure the delivery of training on women's leadership to women selected to participate in sub-project planning committees, LIGs, and FWUCs.
- Provide support to the counterpart staff responsible for Monitoring and Evaluation within the NCDDDS PMU to ensure that gender performance indicators and targets are included in the project M&E system.
- Provide support to the NCDDDS PMU in preparing quarterly GAAP progress reports and in ensuring that gender data is included in the quarterly and annual progress reports.
- Work closely with the other ISC Team members to determine scope of sex-disaggregated data that need to be collected during baseline surveys, selection and formation of LIGs, design of technology packages/interventions, and identification targeted beneficiaries for training, delivery of training.
- Provide support to the counterpart staff in charge of Monitoring and Evaluation at NCDDDS to ensure that gender target indicators are included in the project M&E system.
- Prepare case studies to document lessons learned and success stories for gender equality across a range of project activities.
- Provide support to NCDDDS to include progress of gender data in the quarterly and annual progress reports.

Qualifications and experience: Preferably a Master's degree in a relevant field such as sociology, rural development, and gender studies, with international graduate study an advantage, and with at least 10 years of experience in planning and implementing social development projects/programs in rural areas, including the design and conduct of social surveys. Knowledge of gender mainstreaming policy/initiatives of the government and development partners. Advanced computer skills, excellent English communication skills, written and spoken, and willingness to undertake visits to the target communes.

6 Early Childhood Development Specialist (45 p-m)

The Early Childhood Development Expert will work at the NCDDDS PMU, reporting to the PMU Director and coordinating with the PMU gender focal point and the provincial PWGs and will be responsible for the design of and guidance in the implementation of the planned community preschool services and upgraded facilities to address the needs of rural households and more specifically to enable women to participate more effectively during training and other field activities supported by the project. S/he will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

- Conduct assessments, through desk review and field visits, of key issues in the availability, quality, and demand for community preschools in project-targeted communes.
- Support PMU and PWGs in the target provinces in establishing criteria to select pilot community preschools for capacity development and in strengthening and expanding services for smallholder farmers.
- Develop tools to assess facilities and services of selected community pre-schools, including surveys of teacher capacity, parent service preferences, and willingness to pay; prepare a

menu of options for project-support to enhance community preschool services and templates for Commune Councils/CCWCs to community preschool improvement plans.

- Coordinate with the PWGs to conduct participatory assessments of pre-schools with selected Commune Councils and CCWCs, and to prioritize capacity-strengthening activities and supports.
- Conduct surveys and/or focus group discussions with parents to identify demand and willingness to pay to improve and expand community preschool services, including options to extend operating hours.
- Coordinate with PWGs to train Commune Councils and CCWC focal points to prepare community preschool improvement plans and develop project-support submissions.
- Support NCDDDS PMU to develop procedures to review and approve Commune Council requests for community preschool improvements to be supported by the project and develop tools to monitor implementation.
- Support PWGs and Commune Councils/CCWC focal points in implementing prioritized community preschool improvement activities.
- Review available professional development training programs for preschool teachers from diverse sources, including training on childhood learning, and healthy diets. Plan preschool teacher training refresher programs, identify trainers, and supervise implementation.
- Support commune councils in mobilizing resources (commune budget, parent contributions) to ensure the sustainability of improved or expanded preschool services.
- Monitor implementation of community preschool activities with PWGs and prepare reports.
- Prepare reports on community preschool activities. Document learning and practices to share knowledge of priorities for enhancing community preschool services for smallholder farmers.
- Undertake other tasks assigned by the ISC Team Leader.

Qualifications and experience: At least a bachelor's degree years in social science with evidence of further study with a diploma in education sciences, early childhood, neuroscience, or psychology. At least five years of experience working in or with community preschools or other early childhood education centers. Experience in project management and adult training, autonomy, rigor, and innovative capacity. Advanced computer skills, excellent written and spoken English communication skills, and willingness to undertake extensive fieldwork in the target communes.

7 Climate Change Adaptation Specialist (42 p-m)

The Climate Change Adaptation (CCA) Specialist will be embedded within the NCDDDS PMU, reporting to the PMU Director and working closely with the ISC Team Leader as well as technical leads across all four project outputs. S/he will be responsible for ensuring the appropriate sequencing and coordination of climate change adaptation considerations and activities across all project activities. S/he will coordinate closely with relevant government agencies, including NCDM and technical departments, as well as provincial working groups (PWGs), to ensure coherence and alignment of activities with national and sub-national climate and DRR related frameworks. S/he will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

- Provide technical guidance to the PMU and implementing partners on integrating climate change adaptation and climate risk considerations across Outputs 1–4.
- Support the development and application of climate risk-informed planning approaches at commune and district levels, including integration into LIG investments, infrastructure planning, and DRR systems.
- Ensure the use of relevant climate information (including forecasts and risk data) in project-supported planning, implementation, and decision-making processes.
- Contribute to the development of tools, guidance, and training materials to support climate-resilient practices and decision-making.

- Support capacity building of PMU staff, PWGs, FLIA and LIG and other local stakeholders on climate change adaptation concepts and practical application.
- Review and provide technical inputs to project documents, plans, and proposals to ensure consistency with climate resilience objectives.
- Support the M&E consultant to monitor and document climate-related outcomes and lessons learned, and support knowledge sharing and reporting.
- Support alignment of project activities with national climate change policies, strategies, and international commitments.
- Undertake other tasks assigned by the ISC Team Leader.

Qualifications and experience. At least a bachelor's degree in environmental science, natural resource management, agriculture, climate change adaptation, or a related field, with a master's degree preferred. The Specialist should have at least five years of relevant experience in climate change adaptation, climate risk management, or resilience programming, preferably in Cambodia or the region. Demonstrated experience is required in integrating climate considerations into development programs, including the design and implementation of climate adaptation in agricultural value chains or livelihood systems. Experience working with government agencies and sub-national institutions is essential, along with a proven ability to deliver training, capacity building, and develop technical guidance materials. The candidate should possess strong analytical, coordination, and communication skills, excellent written and spoken English, and a willingness to undertake regular field visits in project areas.

8 Administrative Assistant (63 p-m)

The Administrative Assistant should have a bachelor degree in management, project management, public administration or a related field and at least three years of experience in coordinating the implementation of projects financed by international financial institutions. The Administrative Assistant will assist the Team Leader and Deputy Team Leader to ensure smooth implementation of the project. Fluency in Khmer and English is required. S/he will carry out the following tasks:

- Carry out the administrative activities of the project under the guidance of the Team Leader.
- Arrange and organize meetings of the consulting team, and as necessary of NCDDs PMU.
- Facilitate communication and meetings between project stakeholders and organize workshops under the project and translate documents and reports.
- Coordinate all travel arrangements of the consultant team including seeking approvals from the PMU for provincial visits and ensuring that transport logistics are fulfilled.
- Assist the Team Leader in the collation of all supporting documents for monthly invoicing for services provided.
- Assist the Team Leader and Deputy Team Leader in preparing quarterly and annual progress reports.
- Perform any other administrative duties as requested by the Team Leader.

PWG support

9 Provincial Project Management Advisers (7 with 57 p-m each)

The Provincial Project Management Advisers (PPMAs) who be based in each of the target provinces to work within the PWGs and provide overall guidance for the implementation of all project activities in the province. The PPMAs will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

- Coordinate all project activities within the province and provide a general oversight of the activities of the various service providers implementing project-financed activities.
- Manage activities for capacity development at provincial, district, and commune levels including project orientation training for the staff of the various provincial and district administrative units.

- Participate in activities related to policy and institutional reform at sub-national level supported by the project.
- Liaise with other projects/programs to ensure that all rural development activities at commune and district and province levels are complementary.
- Participate in the technical meetings and support the conduct of regular coordination meetings in the province with all concerned stakeholders.
- Provide timely consolidated provincial progress reports, based on the information provided by the district facilitation teams and from the contracts managed at provincial level.
- Support day to day administrative tasks related to the project implementation.
- Build the capacity of government's counterpart staffs.
- Other tasks as required by ISC Team Leader.

Qualifications and experience: At least a bachelor's degree in agriculture or other subject relevant to rural development with post-graduate study an advantage. Preferably 10 years of experience working in agriculture/rural development programs or projects. Good knowledge of the government's evolving system for sub-national government and the procedures of international financial systems. Good communication and documentation skills in Khmer and English and good knowledge of computer information management systems, database management systems and project management software and of digital communications and related applications including the web and social media. Familiarity with similar projects supported by ADB and previous experience of working with the TSSD project will be preferred. High level of computer literacy and in the use of MS Office applications. Excellent English communication skills, written and spoken. Willingness to conduct regular visits and work in rural areas and remote communes/villages and to relocate and work within the assigned province.

10 Provincial Finance Advisers (7 with 57 p-m each)

The Provincial Finance Advisers (PFAs) will be based in each of the target provinces to work within the PWGs. The PFAs will provide guidance on the financing and fund flows at provincial level to support the implementation of all project activities in the province. The PFAs will report to the international Team leader through the RDS/DTL, and specific tasks include but will not be limited to:

- Advise the PWG to maintain the project's financial management functions in line with the government's requirements and systems and ADB loan and grant agreements to ensure that the financial managements systems is in place that will enable funds to flow as and when required.
- Advise the Provincial Facilitators to ensure the government and external financing for the project will be used and accounted for properly in accordance with the government regulations and ADB loan and grant agreements.
- Advise the Provincial Facilitators and the procurement staff of the executing and implementing agencies on the project's procurement functions in line with the government's requirements and systems and ADB loan and grant agreements to ensure that the procurement processes and procedures are in place and adhered to.
- Assist the NCDDS Project Directors and Project Managers to respond to the audit reports and associated management letters.
- Advise the NCDDS Project Directors and Project Managers on how to address any financial management and procurement issues.
- Provide financial management and procurement support, contract management, technical back-up, and on-the-job training to the staff of the PSTs and DSTs and other agencies involved in project management and coordination in respect to detailed financial management and procurement tasks.

- Provide the NCDDDS Project Directors, Project Managers, Provincial Facilitators with regular financial progress reports, including information on progress made, outstanding issues and action recommended.
- Coach and assist the Provincial Facilitators and the district service team (DST) and commune council finance and procurement staff in preparation of disbursement and procurement documents.
- Undertake other tasks as requested by the NCDDDS Project Directors and Project Managers.

Qualifications and experience: They must possess a relevant post-graduate university degree and/or combination of appropriate experience, preferably a Certified Public Accountant or Chartered Accountant. Preferably 10 years' experience with the financial management and the management of procurement of rural development programs/projects, including experience with advising on the design and management of decentralized financial management systems. Knowledge of the government's ongoing reforms of sub-national government. Knowledge of government SOP and ADB procedures, policies and financial rules and regulations and government financial management and administrative procedures. Knowledge of computer information system, word processing, database, spreadsheets, and financial and project management software. Familiarity with similar projects supported by ADB and previous experience of working with the TSSD project will be preferred. High level of computer literacy and in the use of MS Office applications. Excellent English communication skills, written and spoken. Willingness to conduct regular visits and work in rural areas and remote communes/villages and to relocate and work within the assigned province.

11 Provincial Green Investment Grant Advisors (7 with 36 p-m each)

Provincial Green Investment Grant Specialists (PGIGS) will be based in three target provinces to work within the PWGs. The PGIGSs will provide guidance on livelihood support activities and will coordinate closely with the Livelihood Improvement Support Team (LIST) under CS-003 as well as the FLIA in overall support for the LIGs. They will be responsible for facilitating the access to the small grants to support investment in climate resilient technologies within the seven selected value chain commodities. The PGIGS will report to the ISC Team Leader, and their tasks will include but will not be limited to:

- In cooperation with the agricultural value chain support team within the ISC, examine the existing marketing channels and examine the value chains for the selected priority commodities in each province to confirm the potential opportunities for the adoption of climate resilient technologies and the funding requirements.
- Working closely with the LIST and the FLIA establish the mechanisms for the delivery of the small grants for green investment in climate resilient technologies through the LIGs and develop a Small Grants Manual to document the procedures.
- Support the delivery of the training and awareness raising activities in each province, in cooperation with the Provincial Green Investment Grant Advisers, for PDAFF and DoANRE, Commune Agricultural Officers (CAOs), Commune Support Officer and FLIA field staff.
- Collaborate with the PDAFF and DoANRE in the design of the on-farm demonstrations to identify opportunities for the integration of climate resilient design features.
- Augment the PWG during the delivery of all training and mentoring activities for DSTs, CAOs, commune councils, and LIG leaders in each province and act as a resource person as needed for selected topics related to green investments in climate resilient technologies.
- Facilitate the establishment of provincial working groups to assist the groups of smallholder farmers within the LIG in the identification and formulation of small grant proposals and ensure that women and vulnerable groups will benefit from the delivery of the small grants.
- Provide on-going monitoring and support to ensure effective delivery of the funding for the small grants through the commune to the LIGs and closely supervise their application to assess the impact and effectiveness.
- Attend the provincial monthly coordination meetings and together with the PWG and DSTs, attend selected commune monthly meetings where there are issues arising related to LIG formation.

- Assist the PWG in fulfilling the reporting functions and specifically for the preparation of the quarterly and annual progress reports.
- Maintain and make available an appropriate database to track the progress and activities of all LIGs.
- Undertake other tasks as requested by the ISC Team Leader.

Qualifications and experience: The PGIGSs must possess a relevant university degree in rural sociology and combination of post-graduate qualifications in agriculture with appropriate agricultural and rural development experience. Extensive knowledge of climate resilience technologies and green investments within the selected commodity value chains is required. Familiarity with similar projects supported by ADB and previous experience of working with the TSSD project will be preferred. High level of computer literacy and in the use of MS Office applications. Excellent English communication skills, written and spoken. Willingness to conduct regular visits and work in rural areas and remote communes/villages and to relocate and work within the assigned province.

Agriculture Value Chain support

12 Agriculture Value Chain Specialist/Deputy Team Leader (63 p-m)

The Agricultural Value Chain Specialist (AVCS)/Deputy Team Leader (DTL) will be based in the NCDDDS PMU and work with the PWGs and DSTs in each target provinces to provide guidance to the agriculture value chain support team to guide the implementation of the activities under Output 1. The AVCS/DTL will report to the ISC Team Leader, and their tasks will include but will not be limited to:

- Provide overall technical leadership and strategic direction for the implementation of Output 1, ensuring full alignment with project objectives and relevant national agricultural and rural development strategies.
- Lead the planning, coordination, and supervision of all AVCMF Team activities at national, provincial, and commune levels, ensuring timely and effective implementation across target areas.
- Guide the preparation, consolidation, and periodic updating of annual and multi-year workplans, budgets, and implementation schedules based on approved commune agriculture and green investment action plans.
- Coordinate closely with the PMU, Provincial Working Group including provincial line departments, commune councils, and Commune Agriculture Officers (CAOs), Commune Support Officers (CSOs), to ensure coherent, integrated, and complementary delivery of extension, market linkage, and financial support services.
- Establish and oversee quality assurance mechanisms for technical advisory services, Farmer Field Schools, demonstration plots, and green investment support to ensure high technical standards and consistent service delivery.
- Lead stakeholder engagement and partnership development with private sector buyers, agribusiness firms, financial institutions, microfinance institutions, and development partners to strengthen market access and investment opportunities for smallholders.
- Monitor overall progress of Output 1 activities, review implementation performance against targets and indicators, identify operational constraints and risks, and propose practical corrective measures to improve efficiency and effectiveness.
- Contribute to the preparation of the quarterly and annual progress reports by collating all relevant information specifically relating to Output 1 on agriculture value chain strengthening, extension, finance and marketing activities.
- Supervise and mentor AVCMF Team members, promote knowledge sharing and teamwork, and support capacity development of provincial and field-level staff.
- Contribute to project reporting, knowledge management, and learning processes by reviewing technical reports, documenting good practices, and supporting dissemination of lessons learned.

Qualifications and experience. The AVCS/DTL must have at least a master's degree in agriculture, agribusiness, economics, or a closely related discipline, providing a strong academic foundation in agricultural systems, market development, and rural economics. S/he should have at least 10 years of professional experience in agricultural value chain development, including designing and implementing programs that link smallholder farmers to markets, improve productivity, and enhance value addition. S/he should demonstrate proven leadership experience in managing multidisciplinary teams under donor-funded projects with similar context. This includes the ability to coordinate with government agencies, development partners, and private sector stakeholders, manage complex implementation arrangements, and deliver results in line with project objectives and reporting requirements. Advanced English language proficiency is essential and demonstrated abilities in the preparation of sound reports.

13 Agricultural Extension Specialist (18 p-m)

The Agricultural Extension Specialist (AES) will be based in the NCDDP PMU and will provide guidance and support to the agricultural extension activities under Output 1 and will work closely with the Provincial Extension and Training Coordinators and PWGs/DSTs in each target province. The AES will report to the ISC Team Leader through the AVCS/DTL, and their tasks will include but will not be limited to:

- Develop practical and standardized manuals outlining participatory, results-based, gender-responsive, and climate-smart extension approaches for use by CAOs, field facilitators, and other extension staff.
- Design and standardize modular technical advisory packages for the priority value chains, ensuring that training content is practical, locally relevant, and aligned with climate-resilient and nature-positive farming practices.
- Develop comprehensive FFS curriculum, training manuals, facilitator guides, and learning materials in close coordination with PDAFF to support consistent and high-quality delivery of extension services across target provinces.
- Provide technical guidance and mentoring to facilitators and CAOs on participatory, smallholder farmer-centered, and results-based extension methodologies, including experiential learning and on-farm coaching.
- Strengthen the technical and facilitation capacity of extension staff through structured training, refresher courses, and on-the-job support in adult learning principles, group facilitation, and effective farmer engagement.
- Establish and apply quality assurance mechanisms to ensure consistency, accuracy, and effectiveness of extension services delivered at commune and provincial levels by the conduct of regular supervision field visits including the of mentoring sessions, to assessing the quality, consistency, and effectiveness of extension activities and propose corrective actions where needed.
- Promote and mainstream gender-responsive and climate-smart approaches within extension materials and delivery methods, ensuring that training content and methodologies address the specific needs, roles, and constraints of women farmers and climate-vulnerable households.
- Support the documentation of good practices, lessons learned, and innovative extension approaches for knowledge sharing and scaling.

Qualifications and experience. The AES must hold a bachelor's degree in agriculture, agricultural extension, rural development, or a related field, with a strong technical foundation in crop and livestock production, farmer training, and advisory services. S/he must have a minimum of seven years of professional experience working in agricultural extension systems, including the design, delivery, and management of farmers' training programs and field-based advisory services. S/he should have demonstrated experience in applying participatory and demand-driven extension approaches, such as FFSs and on-farm demonstrations, and in working closely with smallholder farmers, CAOs, and service providers, as well as other local partners. Practical knowledge of extension reform, capacity building, and community-based service delivery is highly desirable. Strong facilitation, communication, and training skills are

essential for effectively supporting field staff and ensuring high-quality extension service delivery. Good English language skills are required and a willingness to travel and work in remote areas.

14 Climate Smart Agriculture Specialist (18 p-m)

The Climate Smart Agriculture Extension Specialist (CSAS) will be based in the NCDDDS PMU and will provide guidance and support to the agricultural extension activities under Output 1 and will work closely with the Provincial Extension and Training Coordinators and PWGs/DSTs in each target province. The CSAS will report to the ISC Team Leader through the AVCS/DTL, and their tasks will include but will not be limited to:

Support to design, adapt, and promote nature-positive and climate-resilient production packages for priority value chains, including crops, livestock, aquaculture, and insect farming, based on local agro-ecological conditions and climate risk profiles.

- Introduce and mainstream climate risk management measures such as drought- and flood-tolerant varieties, improved water harvesting and irrigation techniques, soil moisture conservation practices, shade and ventilation systems, and heat- and stress-mitigation technologies.
- Support the establishment, management, and documentation of adaptive trials and on-farm demonstration plots to test and showcase climate-resilient practices under real farming conditions.
- Integrate climate information services, seasonal forecasts, and weather-based advisories into extension and Farmer Field School activities to support climate-informed decision-making by farmers.
- Provide continuous technical backstopping and mentoring to field facilitators, CAOs, and other extension staff on the application of climate-smart agriculture practices and risk management approaches.
- Monitor and analyze the adoption, performance, and impacts of promoted climate-smart practices, including productivity, resilience, and environmental outcomes, and use findings to improve technical packages and advisory services.
- Contribute to knowledge management by documenting good practices, innovations, and lessons learned for scaling and policy engagement.

Qualifications and experience. The CSAS will possess at least bachelor's degree in agronomy, natural resource management, climate change adaptation, environmental sciences, or a related field, providing a strong technical foundation in sustainable farming systems and climate resilience. Advanced training or a master's degree in climate change, agriculture, or environmental management is desirable. S/he should have at least seven years of professional experience in promoting climate-smart and nature-positive agricultural practices, including the design and implementation of climate adaptation and mitigation measures at farm and community levels. This should include practical experience with resilient crop varieties, water and soil conservation, integrated pest management, and climate risk management tools. S/he should demonstrate strong knowledge of climate information services, vulnerability assessment, and climate-resilient extension approaches, preferably in the context of smallholder farming systems. Experience working with farmer groups, extension services, and development partners is essential. Strong analytical, training, and communication skills are required to effectively support field staff and farmers in adopting climate-resilient practices. Good English language skills are required and a willingness to travel and work in remote areas.

15 Insect Farming Specialist (6 p-m)

The Insect Farming Specialist (IFS) will be based in the NCDDDS PMU and will provide guidance and support to the agricultural extension activities under Output 1 and will work closely with the Provincial Extension and Training Coordinators and PWGs/DSTs in each

target province. The CSAS will report to the ISC Team Leader through the AVCS/DTL, and their tasks will include but will not be limited to:

- Develop and adapt small-scale and commercial insect farming production models that are technically feasible, cost-effective, and suitable for smallholder farmers particularly for crickets, grasshoppers, and black soldier flies.
- Prepare insect farming guidelines: production manuals on breeding, feeding, housing, harvesting, and processing and delivering ToTs to extension staff, field facilitators, CAOs and hands-on coaching to smallholder farmers on insect breeding, feeding, housing, hygiene, harvesting, and processing techniques.
- Support the establishment of pilot and demonstration insect farming units to showcase good practices and viable business models.
- Promote quality control, food safety, and basic processing and storage standards to improve product quality and market acceptance.
- Facilitate linkages between insect producers, buyers, feed suppliers, and processors to strengthen market access and value chain development.
- Integrate insect farming into nutrition-sensitive agriculture and livelihood diversification activities, particularly for women and vulnerable households.
- Document technical lessons, good practices, and operational challenges to support learning and scaling of insect farming.

Qualifications and experience. The CSAS must hold a university degree in livestock production, entomology, animal science, or a related field, providing a strong technical foundation in insect biology, rearing systems, and feed production. This academic background should enable the specialist to design and support efficient and safe insect farming operations suitable for smallholder conditions. S/he should have practical experience in insect farming systems, including breeding, feeding, housing, harvesting, processing, and basic quality control. Experience working with smallholder farmers, producer groups, or agribusinesses engaged in insect production is highly desirable. Familiarity with local production conditions, market requirements, and regulatory standards will be an advantage. Strong training and communication skills are essential to effectively transfer technical knowledge and support farmers in adopting insect farming as a sustainable livelihood and nutrition option. Good English language skills are required and a willingness to travel and work in remote areas.

16 Nutrition Sensitive Agriculture Specialist (18 p-m)

The Nutrition Sensitive Agriculture Specialist (NSAS) will be based in the NCDDDS PMU and will provide guidance and support to the agricultural extension activities under Output 1 and will work closely with the Provincial Extension and Training Coordinators and PWGs/DSTs in each target province. The NSAS will report to the ISC Team Leader through the AVCS/DTL, and their tasks will include but will not be limited to:

Integrate nutrition objectives into agricultural extension, training, and production systems to strengthen linkages between farming activities and improved household diets.

- Promote the production and consumption of nutrient-dense crops, small livestock, fish, and insects aligned with local food preferences and nutrition gaps.
- Support the development of home gardens, diversified farming models, and household food production systems, with particular attention to women's roles and responsibilities.
- Develop and deliver nutrition education and behavior change communication materials in collaboration with extension teams and local partners.
- Strengthen the capacity of field facilitators, CAOs, and other extension staff to mainstream nutrition-sensitive approaches into their regular advisory services.
- Monitor nutrition-related outcomes and practices among beneficiary households and use findings to improve program design and implementation.

- Document good practices, lessons learned, and successful models of nutrition-sensitive agriculture for knowledge sharing.

Qualifications and experience. The NSAS must hold at least bachelor's degree in nutrition, agriculture, public health, rural development, or a related field, providing a strong academic foundation in food systems, nutrition, and agricultural livelihoods. Advanced training in nutrition, food security, or community health is desirable. S/he should have at least seven years of professional experience in designing and implementing nutrition-sensitive agriculture programs, particularly those that link agricultural production with improved household diets and nutrition outcomes. This includes experience in promoting nutrient-dense crops, home gardens, small livestock, aquaculture, and diversified farming systems. The Specialist should demonstrate strong understanding of gender and social dimensions of nutrition, especially the roles of women in food production, preparation, and household decision-making. Experience working with extension services, community groups, and development partners, is essential. Strong facilitation, training, and communication skills are required to effectively support farmers and field staff in integrating nutrition objectives into agricultural interventions. Good English language skills are required and a willingness to travel and work in remote areas.

17 Agricultural Finance Specialist (24 p-m)

The Agricultural Finance Agriculture Specialist (AFS) will be based in the NCDDDS PMU and will provide guidance and support to the agricultural extension activities under Output 1 and will work closely with the PWGs/DSTs in each target province as well as with local MFIs and banks. The AFS will report to the ISC Team Leader through the AVCS/DTL, and their tasks will include but will not be limited to:

Design and operationalize green investment and financing mechanisms, including grants, matching funds, and blended finance models, to support adoption of climate-resilient and nature-positive technologies.

- Develop clear eligibility criteria, appraisal procedures, and monitoring tools for assessing farmer and group investment proposals and financing applications.
- Facilitate linkages between LIGs, producer groups, agribusinesses, and financial institutions such as banks, MFIs, and savings groups to improve access to affordable financial services.
- Support farmers and producer organizations in preparing simple business plans, cash flow projections, and investment proposals to strengthen their creditworthiness and develop and deliver financial literacy, enterprise management, and record-keeping training to farmers, with particular attention to women and vulnerable households.
- Promote the integration of climate and environmental risk considerations into agricultural financing and investment decisions.
- Support the selected participating financial institution (PFI) to design appropriate loan product (s) catering the financing needs of the project beneficiaries as well as loan package including underwriting model to loan products to be offered for project beneficiaries
- Develop loan portfolio monitoring mechanism for the selected PFI, obtain loan monitoring reports quarterly from the PFI and analyze it compared with project key performance indicators.
- Lead the design of the credit guarantee scheme that includes but not limited to coverage ratio, sharing order, process to claim and settle the loan default and provide the necessary training to the selected PFI loan officer to process loan application of project beneficiaries.
- Monitor the performance, repayment, and sustainability of supported investments and financing arrangements, and recommend corrective actions where necessary.
- Coordinate with PMU financial management staff to ensure compliance with government financial procedures.
- Document financial models, good practices, and lessons learned to support scaling and policy engagement.

Qualifications and experience. The AFS must hold a master's degree in finance, economics, agribusiness, rural development, or a closely related field, providing a strong foundation in

financial analysis, investment planning, and agricultural enterprise development. Advanced training in financial management, banking, or development finance is an advantage. S/he should have at least seven years of professional experience in rural and agricultural finance, including designing and implementing financial products, credit schemes, grant mechanisms, or blended finance models for smallholder farmers and rural enterprises. This should include experience working with microfinance institutions, banks, saving groups, cooperatives, and agribusinesses. The AFS must also demonstrate strong understanding of smallholder investment constraints, risk management, and cash flow cycles in agriculture. Experience in supporting farmers to prepare simple business plans and investment proposals is essential. Familiarity with green finance, climate finance, or environmentally sustainable investments is highly desirable. Strong analytical, facilitation, and communication skills are required to effectively link farmers with financial services and support sustainable investment. Good English language skills are required and a willingness to travel and work in remote areas.

18 Provincial Extension and Training Facilitators (7 with 30 p-m each)

The Provincial and Extension Training Facilitators (PETFs) will be based in the target provinces and will provide guidance and coordinate all agricultural, extension and other training activities working closely with the PWG and DSTs in that province. The PETFs will report to the ISC Team Leader through the AVCS/DTL, and their tasks will include but will not be limited to:

- Support the planning and implementation of Farmer Field Schools, on-farm demonstrations, and training activities in coordination with DoENR, CAOs, commune councils, and PDAFF as well as provincial project's stakeholders as well as the delivery of the training and awareness raising activities associated with the delivery of the small grants for investment in climate resilient technologies.
- Provide regular on-farm monitoring and technical follow-up to farmers to support adoption of climate-resilient, nature-positive, and market-oriented practices.
- Mobilize and organize farmer groups, including women's groups and vulnerable households, to participate in extension and capacity-building activities.
- Apply women-friendly and inclusive extension approaches, ensuring equitable access to training and advisory services.
- Collect, verify, and submit field-level monitoring data on training delivery, farmer participation, and adoption of improved practices.
- Support farmer-to-farmer learning, exchange visits, and community learning events within and across communes.
- Coordinate closely with contracted service providers and provincial technical staff to ensure consistent and high-quality service delivery.
- Identify field-level constraints and risks and report them to supervisors, proposing practical solutions to improve implementation.
- Prepare regular activity, field visit, and progress reports in line with requirements of provincial working group and PMU.

Qualifications and experience. The PETFs must hold a bachelor's degree in agriculture, agronomy, livestock production, rural development, or a related field, providing a solid technical foundation in smallholder farming systems and extension services. Candidates with specialized training in agricultural extension, community development, or climate-smart agriculture will be given preference. They should have a minimum of 3 to 5 years of practical experience in field-based agricultural extension, farmer training, or rural development programs, preferably working directly with smallholder farmers, LIG and producer groups. Experience in implementing FFS, demonstration plots, and participatory learning approaches is essential. The PETFs should also have a good knowledge of local farming systems, value chains, and socio-economic conditions within the assigned province. Familiarity with commune-level institutions, CAOs, and PDAFF structures will be a strong advantage. The position requires strong facilitation, communication, and interpersonal skills to effectively

engage farmers, women's groups, and community leaders. The PETFs should demonstrate the ability to work independently in remote field locations, manage multiple activities simultaneously, and prepare clear and timely field reports. Basic computer skills for data collection, reporting, and use of digital tools are required. A strong commitment to inclusive, gender-responsive, and climate-resilient agricultural development is essential for supporting successful implementation. Good English language skills are required, and they must be prepared to relocate and to be based in their assigned province.

C. Deliverables

The project implementation period of the consultant services is from effectiveness to project completion and may be extended up to project closing, if necessary. The deliverables are as follows:

- **Inception Report** - within two months of mobilization, presenting the approach to the tasks and reporting and detailing how each task will be performed, and identifying what resources will or may be required.
 - **Quarterly Progress Reports and Annual Progress Reports.** Each progress report will summarize the highlights per year/quarter, the activities undertaken and a summary of disbursements. Physical and financial progress of the project; achievement of targets for outputs and inputs defined in DMF. Quarterly Progress Reports to be submitted within one month of the first month of the succeeding quarter and Annual Progress Reports by the end of the first month of the following year.
 - **Semi-annual integrated environmental and social safeguard monitoring** reports (SSMR) - each SSMR is due as required in the project EMP, SSDDR and the PAM (linked documents).
 - **GAP Progress Reports** - regular quarterly updates on the implementation of the GAP and the progress towards the achievements against the targets and actions.
 - **Borrower's project completion report** (PCR) - the PCR shall be submitted by NCDD within six months of physical completion of the project.
-