

Terms of Reference

Curriculum Design Consultant

Consultant(s) to design the incubation program of the Cambodia Partnership for Sustainable Agriculture (CPSA).

Background

The Cambodia Partnership for Sustainable Agriculture (CPSA), founded by Grow Asia in Singapore, is an NGO working as a multi-stakeholder partnership platform, which works closely with the Ministry of Agriculture, Forestry and Fisheries (MAFF), other Relevant Government Agencies, as well as the private sector and farmers' organizations.

In 2021, CPSA with supports from Khmer Enterprise (KE), a unit under the Ministry of Economy and Finance with a vision to become the national platform for promoting entrepreneurial activities in Cambodia, started the implementation of a new project, called "Agripreneurship Incubation Programme". The 3-year project targets two main groups, youth, and farmers, and aims to create a more sustainable and productive agriculture industry. The Project has two components : (i) an "Incubation" where participants (mostly university students) are trained on agri-technical subjects as well as entrepreneurship and business skills for four months, and (ii) an "Apprenticeship" where the incubated participants are placed in one-year apprenticeships with Agricultural Cooperatives (ACs) in various provinces to support farmers and the rural community. The Project engages with a variety of stakeholders, including universities, farmers' organizations, agribusinesses, government agencies, and CSOs.

This consultancy serves to support CPSA with the design of the first Component of the project, the "Incubation". The rationale behind the Incubation consists in training participants on different subjects and skills (business, agriculture/technical skills and entrepreneurship) for a total of 4 months, so once they are later placed for 12 months in the ACs (Apprenticeship), they have the right training and toolkit to work successfully. The Incubation could consist of an average 8 hours/week of teaching, for a total of ~130 hours (including group works). While in the Incubation Phase participants deepen their knowledge and develop a plan to improve their assigned AC, throughout the Apprenticeship Phase they

are in charge of leading the AC and implementing their business plan, ensuring that the AC becomes (more) profitable and productive.

Objective of consultancy

Objective: Design the curriculum of the 4-month incubation programme (in English and Khmer), which will be delivered by CPSA staff together with a pool of experts.

The objective will be achieved by:

- Drafting overall framework, methodology, and summary of specific modules and activities (case studies, group work, eye-breaking sessions ..);
- Identify what pool of experts is needed to deliver subject-specific modules.

Expected Deliverables

- Kick off meeting with CPSA to understand the broader context of the project and its goal, and the Incubation phase objectives
- Design of the overall framework of the incubation curriculum (type of modules, number of hours, tentative schedule, tentative case studies, etc)
- Identify what type of experts are needed for the delivery of the modules
- Based on the curriculum, design Incubation Pre- and Post-Test for students to assess their knowledge before and after the programme

Timeframe

The Incubation is scheduled to start in August 2021, hence the consultant(s) are expected to prepare a draft curriculum by June. In July the consultant(s) are expected to work in collaboration with CPSA and Khmer Enterprise to refine the draft and finalize it, as well as support with the identification of subject experts who will be delivering the Incubation modules.

Qualification requirements

- Experience in supporting startup, the entrepreneurial ecosystem, business development
- Experience in designing business mentoring program and business training session (e.g., soft skills or technical skills), with a focus and entrepreneurship

- Expertise in specific business areas would be plus (sales, marketing, finance, etc.)
- Entrepreneurship experience would be a plus
- Experience in supporting enterprises in the agriculture sector would be a plus
- Fluent in English and Khmer (for the curriculum translation)

Application process

If you are interested in applying for this position, please submit the following documents:

- Proposal (includes the understanding of the project including CPSA incubator, strategic approach, learnings and adaptations from previous experiences & training, and methodology)
- Financial Proposal
- Curriculum vitae
- Reference projects

Please submit these documents by sending an email to Ms. Phat Lida: lida.phat@cpsakh.org and cc: sarin.tey@cpsakh.org and mao@cpsakh.org

Application Deadline: 30th April 2021, 5:00 pm (Cambodian Time)