

TERMS OF REFERENCE

Agriculture Cooperative (AC) Coordinator

Based location: Kampong Cham province (travelling to Kampong Thom province)

I. BACKGROUND

The Cambodia Partnership for Sustainable Agriculture (CPSA) is Grow Asia's Country Partnership in Cambodia, which works closely with the Ministry of Agriculture, Forestry and Fisheries (MAFF) and Relevant Government Agencies as well as the private sector and farmers' organizations. CPSA brings together companies, government agencies, civil society organizations, farmer groups, and financial institutions to link smallholder farmers to the market with the shared goal of increasing farmers' profits and productivity while improving the environmental sustainability of their farms. CPSA is currently supporting four Working Groups (Cashew, Pepper, Fruit & Vegetables, and Agri-Food SMEs) and three cross-cutting issues (Contract Farming, Responsible Agricultural Investment, and AgriTech).

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, will start the implementation of a new project, called "Agripreneurship Incubation Programme" and is looking for a Project Manager to join the team and lead the Project.

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 participants are placed in one-year apprenticeships with Agriculture 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.

II. THE ROLE

We are looking for a driven and entrepreneurial AC Coordinator to join in our project team. The AC coordinator will work directly with youths of apprenticeship in all 5 ACs of Kampong Thom and Kampong Cham provinces. She/he will directly coach and mentor for youths' one-year business plans and report their progresses to project management team in Phnom Penh. In addition, provisions of capacity building among AC committees and youths will be effectively engaged as well. Attending in various assessments with ACs/youths are strongly required.

III. KEY DELIVERABLES

- Coach and mentor effectively for youths' business plans with ACs:
 - Conduct weekly and monthly monitoring on their business plans with ACs business operations.
 - Explore new business ideas and share with ACs
 - Report to CPSA-KE team on progresses/challenges of youths and ACs performances in regular basis.
- Provide capacity building for youths and ACs committees/members especially, based on finding of Training Need Assessment (TNA) including business literacy and other required trainings.
- Build and strengthen networks and relationships with private sectors and government.
- Contribute actively in some necessary assessments including TNA, Capacity Assessment with ACs committees, baseline survey, annual outcome survey and other.
- Attended regularly in monthly meetings with ACs and youths.
- Prepare some logistic arrangements for provincial or community events conducted by CPSA.
- Organize learning or exposure visits among 5 ACs of batch 1
- Assist to prepare multi-stakeholder workshops
- Other relevant tasks assigned by the project manager/M&E officer

IV. QUALIFICATION:

- Excellent interpersonal skills, with the ability to build strong relationships with a variety of stakeholders across cultures.
- Self-motivated and self-disciplined, with the ability to work autonomously, meet deadlines and manage competing priorities.
- Ability to collaborate with the other team's members
- Knowledge of governance, institutional and organizational development, business management and financial management in ACs.
- Think strategically on behalf of the organization and know how to communicate effectively with different stakeholders
- Understanding of multi-stakeholder engagement processes and be able to sharpen organization's key messages to different actors
- Demonstrated ability to work autonomously and achieve outcomes.
- Bachelor's degree in relevant discipline such as agriculture, agribusiness, development studies, international relations, management, economics, or a related discipline.
- Minimum 03 years' experiences working with business associations, ACs, community development and other agribusiness projects.

V. APPLICATION AND ENQUIRIES:

Interested individuals should send their resume, cover letter and contact details of two references to : monyrath@cpsakh.org with cc: mao@cpsakh.org and sarin.tey@cpsakh.org, no later than 15 July 2021 at 5:00 PM.