

TERMS OF REFERENCE

Agribusiness Facilitators (M/F)

Project: Building a Future: Make it in The Gambia – TEKKI FII

Location:

1 Based in Central River Region, with displacements to Bijilo when necessary
1 Based in North Bank Region, with displacements to Bijilo when necessary

Position: *Agribusiness Facilitator (M/F)*

Reports to: *Business Advisor*

Languages: Fluency in English (conversation, reading and writing). Good conversation skills in at least two local languages.

Foreseen starting date: May 2021

Duration: 7 months

Date of ToR publication: April 8th, 2021

IMVF - Instituto Marquês de Valle Flôr is a Portuguese non-governmental organization for development whose mission is to promote economic and cultural development. Its main areas of work are Cooperation and Education for Development, Decentralized Cooperation with Municipalities and Technical Assistance. It is present in west African countries for 3 decades.

CONTEXT

General context

The programme *BUILDING A FUTURE: MAKE IT IN THE GAMBIA – TEKKI FII* is financed by the European Union Emergency Trust Fund for Africa (EUTF for Africa). It aims to foster stability and to contribute to better migration management, including by addressing the root causes of destabilisation, forced displacement and irregular migration.¹ The programme is implemented by ENABEL, GIZ, GK Partners, IMVF and International Trade Centre.²

IMVF's action and overall objective is to contribute to socio-economic development and to nurture positive prospects for local populations and returning migrants in The Gambia, namely in Central River, North Bank, Lower River and Upper River regions. The specific objectives of the action are:

- to boost economic development with a focus on attractive employment and revenue generation in regions prone to migration;
- to promote a conducive socio-economic environment for an effective and sustainable reintegration of former migrants and to improve the attractiveness of rural areas.

The expected results (ER) are:

- ER1: sustainable market-oriented agribusiness value chains are emerging and/or reinforced in rural Gambia through training (formal/informal)
- ER2: social cohesion has been strengthened by the activities of local organizations and the implementation of social/recreational facilities

The action's core targets are youths and women.

¹ https://ec.europa.eu/europeaid/regions/africa/eu-emergency-trust-fund-africa_en

² https://ec.europa.eu/trustfundforafrica/region/sahel-lake-chad/gambia/building-future-make-it-gambia_en



European Union



Project Lead



Institutional Support



The Project's activities are based on a close cooperation with relevant stakeholders (national, regional and local) in order to ensure an effective contribution to NDP 2018-2021 and the sustainability of results.

IMVF's project is implemented in partnership with ADWAC - Agency for the Development of Women & Children, United Purpose and Alianza por la Solidaridad.

Recruitment context

One of the main purposes of this project is to promote agribusinesses and create jobs for the youths in the Gambia, mainly in CRR and NBR. For this, up to now, the project has promoted small businesses in 5 Youth Groups, two processing centres, one women's poultry house and 29 agro enterprise support packages. Through grants, it is foreseen to reach 150 agroenterprises in the whole country until the end of the project.

The support provided has been mainly limited to in-kind and technical support. After a convergence meeting with the grantees, it has been assessed that this is not enough, and that to ensure that these agroenterprises strive and create more jobs, it is important to have a closer monitoring and coaching of their businesses. To be able to do this, it has been decided to reinforce the Agribusiness Team of the project with two new agribusiness facilitators.

JOB DESCRIPTION

Responsible for the follow-up, monitoring and coaching of (individual or associative) businesses supported by the project in the agriculture sector (production, processing, trade).

The work of the Agribusiness Facilitator shall be part of the project's strategy and work plan to ensure the promotion of a market-oriented agro-production and the strengthening of sustainable value chains.

Essential Functions:

Assist groups supported by the project in the development of Business Plans

Tasks include:

- Assist in the development of business an operational plan for each business and support its implementation (including identification of business constraints/challenges, collection of market information, design of a marketing strategy, identification of training needs, etc)
- Monitor monthly business records and ensure that proper record keeping is in place
- Provide tutoring on cash flow plans and financial advisory
- Collection of business-related data (financial records, group/business documentation, stock inventory, etc)
- Submit a monthly progress report on each business

Follow-up and monitoring of beneficiaries of Tekki-Fii grants (Mini and Agro Grants)

Tasks include:

- Collection of delivery notes and confirmation of reception of equipment by the beneficiaries
- Provide assessment and support on the following:
 - Human Resource Management
 - Admin and Operational Planning
 - Marketing and Operations
 - Bookkeeping and Financial Management
 - Business Environment Diagnostics



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- Business Idea generation for start-ups
- Visit entrepreneurs in the designated region monthly to follow-up and assess the progress of the business and to identify potential challenges and constraints.
- Report the monthly status of the businesses under supervision

Implementation of training and capacitation programmes

Tasks include:

- Assist the Business Trainers/Advisor in the provision of training to beneficiaries, such as: Good Financial and Management Practices, Value Chain Development, Business Model, etc
- Ensure all the contacts with business training providers (e.g. GCCI, GYCC) and the planning, organisation and implementation of trainings programmes

Design and development of Business Models

Tasks include:

- Assist in the design and development of Business Models for strategic businesses along the Value Chain supported
- Support in the preparation of a presentation of the Business Models developed

Support planning and monitoring activities

Tasks include:

- Support on the writing of reports and work plans
- Support on the collection and compilation of monitoring data

Other tasks might be assigned according to the evolution of project activities and demonstrated capabilities.

PROFILE OF THE CANDIDATE

Qualifications

Diploma, preferably in Business Management, Finance, Entrepreneurship. If in other area, the candidate shall at least have some training in Business Management and Business Coaching.

Professional experience and skills

- 3 years' experience in business coaching;
- Professional experience in the agribusiness sector;
- Experience working in a permanent basis in the regions

Specific Knowledge

- Knowledge of entrepreneurial environment situation in rural Gambia
- Knowledge and experience in business management, preferably as an entrepreneur
- Knowledge of agribusiness will be valued.

Aptitudes

- Good organizational skills
- Proactivity and sense of responsibility in the accomplishment of tasks
- Strong ability to work as a team as well as to achieve individual milestones
- Ability to plan and deliver tasks on agreed timelines
- Persistent in contexts of pressure



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- Computer skills: Microsoft Office from the point of view of the user;
- Excellent report writing skills
- Languages: Fluency in English (conversation, reading and writing). Good conversation skills in at least two of the following languages: Mandinka, Wolof, Fula.

FOR EXPRESSION OF INTEREST

Expressions of interest should be sent to tekkifii@gm.imvf.org, including motivation letter, *Curriculum Vitae* and identification of people to contact for recommendation / reference (2 hierarchically superior persons in similar functions).

The subject of the email should be: **Agribusiness Facilitator**

Deadline for submission of applications: May, 2nd 2021.

Only short-listed candidates will be contacted.



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