



CALL FOR EXPRESSIONS OF INTEREST

Call addressed to interested individuals to be included in a list of independent experts to serve as prospective consultants to the Technical Centre for Agricultural and Rural Cooperation (CTA) in various thematic areas for the implementation of CTA's 2016 – 2020 strategic plan

Reference N°: CTA/CEI/EE/2017

Experts' Roles and Tasks

1. Introduction

Subject to the applicable criteria and procedures established by the rules for participation in the CEI – cf. document - Background Information and Instructions, CTA is seeking the services of independent experts to support its main areas of work within the framework of its 2016 – 2020 strategic plan, notably the:

1. Development of inclusive agricultural value chains
2. Advancing enabling policies and legal frameworks
3. Knowledge management, information and communication, including promotion of ICTs for agriculture.

2. Fields of intervention

Experts will be expected to provide advice or assist in the following intervention areas / priority themes identified in the 2016 – 2020 strategic plan, namely:

- **Supporting climate-smart agriculture**
- **Agribusiness development**
- **Making agriculture nutrition-sensitive**
- **Leveraging the data revolution for agriculture, and**
- **Women and youth in agriculture.**

In addition, the Centre is also seeking to identify individual experts in these other areas:

- **Communications and knowledge management**
- **Monitoring and evaluation and impact assessments** in the ACP region.

3. Roles and Tasks

Paragraphs 3.1 and 3.2 below provide a list of tasks to be carried out as part of the assignments. The list of tasks is not exhaustive. Details will be provided in the terms of reference developed for each assignment / contract.

3.1. Intervention Areas / Priority themes

- i. Conduct the preliminary review of proposals for research or studies made to CTA through “calls for proposals”
- ii. Act as a panel member to conduct the detailed evaluation of a short-list of such proposals
- iii. Review papers/case studies in CTA's pipeline and prepare content for publishing through various CTA channels such as policy briefs, working papers, practice notes, etc.
- iv. Prepare synthesis reports in the relevant intervention area(s)



- v. Assist in the implementation of regional flagship projects
- vi. Review various CTA projects and strengthen thematic components therein and provide concrete recommendations
- vii. Prepare / conduct studies in the respective intervention area(s)
- viii. Prepare Powerpoint presentations in the relevant intervention area(s) for CTA technical and other meetings
- ix. Contribute to blogs and moderate e-discussion groups
- x. Technical review of manuscripts
- xi. Design / conduct training courses

3.2. Other areas

❖ Communications

- i. Technical writing
- ii. Journalistic writing
- iii. Design and layout of publications

❖ Knowledge management

- i. Develop and implement experience capitalisation plans within agricultural projects, including capacity development activities and process facilitation
- ii. Develop and implement knowledge management plans within agricultural projects, including capacity development activities and process facilitation
- iii. Develop and implement extension approaches for innovation uptake in agri-food systems, including capacity development activities and process facilitation

❖ Strategy development and planning

- i. Design and facilitate planning meetings
- ii. Provide guidance for formulating corporate and institutional strategies
- iii. Provide training in project cycle management and results-based management practices

❖ Monitoring & evaluation and impact assessments

- i. Conduct project-specific, thematic and cross-cutting evaluations and impact
- ii. Provide guidance for the formulation of M&E plans and baseline data collection
- iii. Conduct capacity development activities on monitoring, evaluation and impact assessment

4. Minimum qualifications and experience (all areas)¹

- A graduate degree or equivalent in the relevant intervention area(s) for which the application is being made
- (In-depth) knowledge of the agricultural sector and working environment in ACP countries
- The ability to communicate and write clearly and concisely in English/French is essential

N.B. The years of (working) experience in the relevant intervention area(s) will determine the daily fee rate paid in accordance with CTA's guidelines (cf. document – Call for Expressions of Interest - Background and Instructions § 15. Remuneration of experts).

¹ Cf. also – Instructions to experts § 15.