

Terms of References (ToRs) of Social Mobilizers to be recruited by PMU/HVAP

Position: Social Mobilizer

Duration: Rest of the project period

Duty station: Respective fields of the project districts

Mode of Contract:

Initial contract will be made for one year with a probation period of six months. The annual contract will be extendable up to the project period (Sept, 2018) based on satisfactory performance in the preceding contract assessed by the project

Roles and Purpose of the Assignment:

The **Social Mobilizer (SM)** is responsible to work as a member of the PMU to support implementation of the project's field activities under the component 1, particularly the Social Mobilization, Gender and Social Inclusion activities to the local beneficiary partners of the HVAP. He/she will also work as field facilitator with direct technical guidance of the respective Social Development Officer (SDO) with coordination of respective road corridor based experts (RCEs).

The Social Mobilizer (SM) will have following duties and responsibilities:

- Carry out field level activities on social mobilization, group formation, and/or strengthening, sub project implementation, saving and credit and linkages among VC actors and service providers.
- Play key role in gender and social inclusion, inclusion of risk averse groups by mentoring and coaching them through meetings, interactions and informal discussions in mainstreaming in value chain development activities
- Conduct and facilitate field level training to farmers, communities, local traders as per training module prescribed from PMU.
- Coordinate with local bodies, local line agencies, seek local contribution in project activities.
- Provide technical and extension services to the participating farmers to overcome their practical problems
- Assist and facilitate in fund mobilization (Production/post harvest, value chain and spatial inclusion) at the field level
- Assist and facilitate in need assessment, collection of application / Expression of Interest (EOI), business plans preparation, field verification, fund release, agreement, sub-project implementation, regular monitoring, field data entry/management and feed back
- Timely and regular reporting to Social Development Officer as per prescribed format, hard or electronic, or both.
- Take responsibility for field level activities implemented within own command areas
- Other activities as directed by the SDO, RCE and PMU personnel.

Academic Qualifications and Work Experiences

- Minimum Intermediate (or plus 2) degree in any subject with at least 1 year of experience in social mobilization or JTA level training with at least 2 years of field experience (1 year for women candidates)
- Working experience should be in social mobilization activities
- Good interpersonal skills and the ability to work effectively in the fields
- Good computer skills will be an additional advantage

Preferences will be given to:

- Women candidates
- Candidates from disadvantaged groups/areas (*Dalit, Janjati/Indigenous, Madheshi, Muslim, Backward/HVAP Districts*)
- Candidates who have worked in HVAP districts
- Candidates who have worked in HVAP contracted LNGOs
- Candidate having experience of Value chain and market oriented projects

Benefits and Remuneration:

Salary:

The salary of the Social Mobilizer, per person per month, will be NRs. 25,000.00 for Mid-hill districts and NRs. 30,000.00 for Karnali districts, with 5% inflation per year. Tax on the salary will be as per the Government Income Tax Rule.

Allowances:

The Social Mobilizer will get travel and daily allowances during his/her field visits as per the GoN rule, as applied for non-gazetted I class staff.

Leave:

The Social Mobilizer will be provided 21 days of home leave and 6 days of casual leave annually, which will not be carried on for next year. S/he will also be provided 12 days of sick leave per year, which if not taken, can be carried on for the following year. The unspent sick leave at the time of termination of the contract or closing of the project will be compensated as per the existing salary scale. In addition, the s/he will also be provided with Mourning Leave – 15 days, Maternity Leave -2 months for women (15 days for men, for maternity care leave) and all public holidays.

Insurance:

S/he has to insure his/her life, the project will re-imburse 50 % of the monthly premium for the period s/he will be working in the project, not exceeding Rs. 300 per month, upon submission of copy of insurance policy and receipts.

Supervision and Administrative Control:

The Social Mobilizer will be administratively accountable to the Senior Agriculture Officer of HVAP. He/she will be technically accountable to the Social Development Officer or concerned Road Corridor based Experts (RCEs). He/she will be controlled administratively (such as approval of leave and travel, evaluation of performance etc.) by the Senior Agriculture Officer of the PMU.