**Government of Nepal**

**Ministry of Agricultural Development**

**High Value Agriculture Project in Hill and Mountain Areas (HVAP)**

**Terms of Reference for Horticulturist**

**Post:** Horticulturist

**Duration:** Rest of the project period

**Duty station:** Project districts

**Mode of contract:**

There will be an initial contract for one year with a probation period of six months. The annual contract will be extendable up to the project period based on satisfactory performance in the preceding contract.

**Roles and Purpose of the Assignment:**

The Horticulturist will be mainly responsible to facilitate implementation of the project’s investment funds – Value chain fund, inclusion fund (poverty and spatial inclusion) and sector development fund in the project areas and backstop to value chain activities. S/he will also be responsible for technical support and backstopping to the local NGOs and PMU contracted field level staff in providing technical and extension services to the farmers, farmers groups and cooperatives related to high value agricultural commodities. S/he will also be responsible for production and postharvest inputs supply, facilitating the training, field visits, group discussions etc. S/he will work closely with the High Value Agriculture Production Specialist (HVAPS) and concerned value chain team of the HVAP.

**The Horticulturist will have the following duties and responsibilities:**

1. Provide technical support, inputs and backstopping to the local NGOs and PMU contracted field level staff in providing market oriented agricultural extension and business services to farmers, farmers groups, cooperatives and agribusinesses as per the guidelines of investment fund and support on those aspects concerned with the production/postharvest handling of agricultural commodities
2. Assist the contracted local NGOs/service providers/field level staff for the planning and implementation of Production and Post-harvest related programs
3. Assist and monitor for the implementation of Social Inclusion Fund (poverty and spatial inclusion), Value Chain Fund and the Sector Development Fund released for the promotion of agricultural commodities in the project areas
4. Liaise with the DADOs, DLSOs, DFOs and their technical staff in the districts, and district level line agencies to implement the investment support programs through various funds of the project.
5. Work closely with the OSV value chain team; PMU officers/experts/advisors for developing the value chain of agricultural commodities under Inclusive Value Chain Development (Component 1) to implement intervention strategies by ensuring inclusion into business plans and contractual arrangements with agribusinesses in the project areas
6. Also work closely with the PMU officers/experts/advisors to implement programs related to Service Market Strengthening (component 2) in strengthening the service markets and financial services in the project areas and Monitoring and Evaluation (component 3)
7. On monthly basis, assessing and reporting the effectiveness of the production and postharvest support provided to the value chain actors with constraints, opportunities and lessons learned
8. Perform other jobs as directed by the VC Team Leader, High Value Agriculture Production Specialist (HVAPS), Senior Agriculture Officer (SAO) and the Project Manager or designated officers of the project.

**Academic Qualifications and Work Experiences**

1. Bachelor degree in Agriculture with at least 5 years experience (3 years for women candidate) or Masters degree in Horticulture (or agriculture or related subject) with at least 3 years of experience (1 year for women candidate) in related field or higher degree in related field.
2. Experience in working within the Government or within an international organization doing work similar to that described above.
3. Experience in agricultural marketing and business linkages; delivery of field level extension activities; organizing trainings and delivery; and training received in related subjects
4. Experience in finance and financing mechanisms for small holder farmers
5. Experience in agriculture value chain, marketing and business development
6. Good spoken and written skill in both English and Nepali and possess good skills in report writing
7. Good interpersonal skills and the ability to work effectively with range of institutions/people
8. Good computer skills

**Preferences will be given to:**

1. Women candidates
2. Candidates having experience in agriculture value chain, marketing and business development
3. Candidates from disadvantaged groups (*Dalit, Janjati/Indigenous, Madheshi, Muslim*)
4. Candidates from *Backward communities and/or HVAP Districts*

**Benefits and Remuneration:**

***Salary:***

The salary of the Horticulturist, per person per month, will range from NRs. 70,000.00 to NRs. 90,000.00 and NRs. 80,000.00 to NRs. 100,000.00 for working in the mid-hill districts and high-hill districts of the project area respectively. The salary will be subject to be negotiable within this range and to be finally decided by the Project Manager, HVAP. Tax on the salary will be as per the government Income Tax Rule.

***Allowances:***

The Horticulturist will get travel and daily allowances during field visits as per the GoN rule, as applied for gazetted III class officer.

**Leave:**

The Horticulturist will be provided 21 days of home leave and 6 days of casual leave annually, which will not be carried on for next year. He/she 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, 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:**

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

**Supervision of the Expert and Administrative Control:**

The Horticulturist will be administratively accountable to the Project Manager, under the direct supervision of Senior Agriculture Officer of HVAP. S/he is technically accountable to the High Value Agriculture Production Specialist (HVAPS) and concerned Value Chain Team Leader of the project. S/he will be controlled administratively (such as approval of leave and travel, evaluation of performance etc.) by the Project Manager or designated personnel of the PMU.