



Terms of Reference
Senir Women Field Facilitator, MCI RYK
WWF-Pakistan

Reporting to:	Project Officer / Manager-SAFP
Project/Programme:	MCI, RYK / SAF
Grade / Title:	B-1/Senior Women Field Facilitator
Duty Station:	Rahimyar Khan
Employment Contract:	Short Term Contract
Work Week:	5 (Monday to Friday) Days - 40 hrs / week
Work Hours:	0830 hrs to 1715 hrs
Number of Positions:	01

Duties and Responsibilities

- Develop and train groups of women workers in the project area.
- Capacity building of farmers and farm workers (male & females) as per criteria of Milliner Cotton Standards.
- Support Project Officer in development of training material for field staff, farmers and farm workers (male & females) and also support in development of annual training plan for farmers and farm families.
- Capacity building of farmers focusing set protocols of clean picking, and desired post-harvest care from farm to gin gate.
- Introduction and promotion of supporting picking tools / items to ensure quality cotton picking.
- Baseline survey to identify worker families having complete/partial dependency on cotton crop.
- Support Project Officer in capacity building and skill enhancement of women workers leading to additional / alternate livelihood options and cotton pickers on clean & quality picking.
- Establishment of potential home-based small enterprises for women workers such as establishment of micro-nurseries, establishment of kitchen gardening plots / medicinal plants, establishment of poultry units, pickle, James & ketchup preparation etc.
- Participate in monthly progress review meetings and share the quality and pace of outputs.
- Ensure DW awareness by rural women with special focus on elimination of hazardous child labour from cotton farming.
- Arrange feedback sessions according to the plan
- Technical backstopping of other team members (if required)
- Ensure data collection and recordkeeping
- Facilitate and organize donor's visit, workshops, meetings, field days and other communication events.
- Submit data and reports in time.
- Support to the project officer / Manager-SAFP in technical project reports, presentations, etc.

Selection Criteria

Education, Experience & Working Knowledge

- At least Master in Agriculture/ Natural Sciences / Social Sciences
- Minimum two years of working experience in the rural area will be preferred

Skills & Attributes

- Demonstrated ability to plan, implementation & Manage field activities
- Data Management, Computer & Report Writing
- Personnel management skills and experience
- Good problem-solving skills and results orientation
- Good local languages reading, writing and speaking skills
- Demonstrated interpersonal communication and leadership skills
- Excellent written / spoken English and Urdu; other languages will be an advantage
- Adheres to WWF's values, which are: Passionate & Optimistic, Challenging & Inspiring, Credible & Accountable, and Persevering & Delivering Results