TERMS OF REFERENCE
Field Facilitator - Organic Cotton Project

WWF-Pakistan

Reporting to: Internal Control Inspector
Grade/Position: A-1/Field Facilitator
Location: Barkhan/Lasbela (Balochistan)
Employment Status: Short-term
Work Days: 05/week (Monday to Friday)
Work Hours: 0830 to 1715 hours (40 hours per week)

Major Duties and Responsibilities

▪ Field survey and categorization of farmers into small holders or large farms and organization of Farmer Field School (FFS)
▪ Support preparation of accurate farmer lists
▪ Support in organization of Internal Control Systems as per standard
▪ Collect farmers’ data and support preparation of pre-harvest and post-harvest data
▪ Conduct FFS sessions and provide training to the target farmers as per defined training schedule to fulfill the requirements of organic cotton cultivation system
▪ Participation in fortnightly feedback and planning sessions to share progress and experiences
▪ Maintain record at field level (FFB & ICS file) and regulate the field activities/interventions
▪ Assess the level of adoption/progress at FFS/ICS level
▪ Identify the field issues and try to rectify them on the spot or communicate to relevant experts/supervisor for timely solution
▪ Support in participatory peer reviews on the progress being made towards the achievement of the requirements
▪ Support in coordination and communication among the farmers, FFSs and ICSs
▪ Support the internal and external audits and inspections
▪ Ensure timely collection and incorporation of field data and its verification
▪ Facilitate in establishment of demonstration plots and ensure their lookafter
▪ Close collaboration with the field team of Department of Agriculture Extension for smooth implementation of Organic Cotton project
▪ Facilitate in organizing training/awareness events and ensure farmers’ participation
▪ Completion of any task assigned by the supervisor/seniors

Selection Criteria

Education, Experience & Working Knowledge

▪ An established personal commitment to the conservation of nature and ecological processes
▪ Matric/FA with at least one year experience in a similar capacity
▪ Knowledge of organic cotton cultivation

Skills & Attributes

▪ Demonstrated ability to plan, implement & manage filed activities
▪ Data Entry & Report Writing
▪ Good interpersonal and communication skills
▪ Speaking Urdu and local languages, and adheres to local culture and norms
▪ Adheres to WWF’s values, which are: Passionate & Optimistic, Challenging & Inspiring, Credible & Accountable, and Persevering & Delivering Results