TERMS OF REFERENCE
Field Facilitators (Male & Female) - Carrefour Organic Cotton Project – Pakistan

WWF-Pakistan

Reporting to : Internal Control Inspector / Field Trainer / Coordinator
Grade/Position : A-1 / Field Facilitator
Location : Khairpur Mirs
Employment Status : Short - term
Work Days : 05 / week (Monday to Friday)
Work Hours : 0830 to 1715 hours (40 hours per week)
No. of Positions : 08

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 achievement of the targets
▪ Collect and record success stories from the field and share with the seniors
▪ 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 care and look after
▪ Develop a healthy 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
▪ Any other 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 / Diploma in Agriculture 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 Sindhi / 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

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