



Ministry of Agriculture and Livestock
P.O. Box G13
Honiara
Solomon Islands

AGRICULTURE INVESTMENT FOR MARKETS AND NUTRITION – (AIM-N) PROJECT

TERMS OF REFERENCE

Title of the Position	Monitoring and Evaluation and Knowledge Management Officer
Duty Station	Honiara – Project Management Unit (PMU)
Duration of the assignment	Up to six years, following successful completion of a six-month probationary period, renewable contracts if performance is satisfactory
Project Area	The project will be implemented in Choiseul, Isabel and Western Province.
Project Objective	To improved food security, nutrition and household income through empowerment and resilient farming system.
Background of the Project	The Agriculture Investment for Markers and Nutrition (AIM-N) project aims at improving nutrition and food poverty in rural areas, building on the indigenous peoples ‘traditional farming systems. The project will adopt a nutrition-sensitive and inclusive approach that will link nutrition behaviour change with agricultural production for home consumption and for market. It will develop an integrated. Evidence-based approach with potential for scaling up that will jointly address families’ nutrition and cash income requirements, while promoting gender equality and social inclusion, by (i) empowering families to change their nutrition behaviour based on better knowledge on healthy diets and on nutritious food production and purchase;(ii) promoting diversified production of nutritious food for home consumption, with focus on local species, including neglected and under-utilized species with achieve good nutrition as well as resilience to climate change, disaster and food systems under stress; and (iii) enabling families to generate reliable income by partnering with agribusiness for the production of crops that respond to domestic market opportunities or export markets. More diversified and resilient farming system will be promoted for climate change adaptation and disaster preparedness and recovery.

The project objective is to Improved food security, nutrition and household income through empowerment resilient farming systems in Solomon Islands rural communities.

AIM-N has three interrelated components:

Component 1 – Action for Nutrition: This component has three sub-components that link nutrition education to the diversification of food produced in the communities and promote a similar approach for improving student nutrition in boarding schools. Sub-component 1.1 Nutrition social and behaviour change. 1.2 is Diversified community-based food production and 1.3 is Improved nutrition in boarding school.

Component 2 – Inclusive partnership for markets access. This component has 3 sub-components that will connect smallholders, including women and youth with profitable markets and assist them in developing their organization. Sub-component 2.1 Partnerships will promote the development of partnerships between buyers and farmers. Sub-component 2.2 Farmers organisation will support farmers involved in partnerships to improve their registration, governance, technical and business skills. Sub-component 2.3 Public and Private Service providers will strengthen the capacities of extensions, cooperatives, other farmers organisation and service providers to deliver quality extension services to farmers.

Component 3 – Investments in Resilient Agri-Food Systems focusses on 3 sub components: 3.1 Grants for gender transformation will supply competitive grants to women groups participating while sub-component 3.2 Financing of agribusiness will finance a line of credit for extending loans for investment and working capital to micro, small and medium agribusiness as well as FO's. Sub-component 3.3. Financing of enabling infrastructure will provide grant funding for the building or rehabilitation of collective productive infrastructure such as jetties and wharves, collection points and storage, as well jetties and wharves, collection points and storage, as well as the building or rehabilitation of housing for extension officers.

Component 3: will be implemented through PMU (and specially a Grant Manager for Sub-Component 3.1, and infrastructure engineer for sub-component 3.3 and DBSI for sub-component 3.2

Component 4 – Rapid Disaster Response. This component will have no budget allocation and will only used in the event of disaster that could be related to a weather or natural hazard human or animal pandemic, or agriculture pest and disease incursions. It will be triggered upon government request to IFAD to support rapid adaptive response: drawing from the uncommitted project resources under other components.

<p>Roles and Responsibilities</p>	<p>The Monitoring & Evaluation and Knowledge Management Manager (M&E/KM) is responsible for developing and managing AIM-N M&E and KM system.</p> <p>The specific tasks and duties include the followings:</p> <ul style="list-style-type: none"> ○ Oversee the development of a strategy and plans to ensure systematic, continuous learning. Improvement and knowledge sharing; ○ With support from short-term technical assistance, establish an M&E/KM system taking into account MAL monitoring framework and Implementation Plan; ○ Provide orientations for the hiring of the MIS Service provider and the development of the MIS/GIS, and ensure regular data update in collaboration with M&E/KM Officers at provincial level, Component 1 service provider and DBSI; ○ Regularly update AIM-N logical framework. Define participatory methodologies and tools for assessing project performance and outcomes involving stakeholders; ○ Organize and provide capacity building and coaching in the area of M&E and KM for PMU and PIU Staff, MAL, Service provider of Component 1, DBSI and other major stakeholders; ○ In collaboration with the Component 1 Service provider and the Inclusive Partnerships Manager, guide communities/partnership mini-baselines; ○ Guide the contracting of service providers responsible for impact assessments and guide and monitor contract implementation; ○ In collaboration with Component 1 Service provider, partnerships, PIU, DBSI and the PIU Provincial Multi-stakeholders Platforms, monitor implementation processes and performance, assess financial and physical progress, analyse successes and failures, lead the preparation of semi-annual reporting and report back to the project stakeholders; ○ Facilitate the preparation of annual work plans and budgets; ○ Facilitate the programme’s annual review and workshops, impact assessment studies, annual outcome surveys, Mid-Term Review and completion review; ○ Provide relevant analytical information to the PMU on a timely basis; ○ Act as the secretary of the National Project Steering Committee;
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	<ul style="list-style-type: none"> ○ Develop and implement the processes to ensure that lessons learned and good practice are captured systematically, shared under formats adapted to different target audiences, and used to improve program implementation; ○ Coordinate the development and implementation of capacity building, including coaching and mentoring, to build knowledge management, M&E, communication and other relevant skills and competencies of the PMU, MAL, PIUs, service providers and partnerships.
Qualification and Experience	<p>Advanced Degree in Project Management, Rural Development, Development or Agricultural Economics or Business Administration. Proven knowledge and practical experience of at least 5 years in project M&E and Knowledge Management or equivalent. Computer literacy (Microsoft office and statistical software). Communication and result oriented management skills. Fluency in spoken and written English. Ability to guide and develop capacities of project and counterpart staff. Excellent drafting and communication skills.</p> <p>Must be fully aware of and alert to the crosscutting issues of gender, youth, marginalised groups. Discrimination and poverty targeting.</p>
Timeline	Up to six (6) years, following successful completion of the six-month probationary period with renewable contracts if performance is satisfactory.
Resource and Budget	Provided and paid for by the Project
Reporting	Project Manager
Evaluation and Monitoring	Performance and Outputs are measured against the establishment of M&E system, proper coordination and tracking of project activities. The timely preparation of MTR and other required reports. Strategic plans are facilitated accordingly and timely with capacity building is operationalize during the implementation and smooth execution of the project activities.
Approval;	The implementing agency, MoFT, IFAD, Project Manager