



**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	Project Manager
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 have 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.

Roles and Responsibilities

The Project Manager (PM) will be responsible for coordinating and managing the project and for delivering project expected outcomes under the oversight of the Ministry of Agriculture and Livestock (MAL) Permanent Secretary. The PM will lead the PMU and will ensure that it works in close collaboration and coordination with MAL, and with the support from the FAO Project Adviser. The specific duties are:

- **Project Development**

- Providing orientations for the development of the project strategy and methodology, to ensure that all project implementation partners develop activities along a common, coherent approach in line with the Project Design report;
- Guiding the development of the most appropriate implementation tools and management methods to ensure project performance, in accordance with national policies and with the financing agreement.
- Ensuring the promotion of inclusive approaches and mainstreaming of targeting and gender requirements in all of the project activities in accordance with GESI Strategy and Action Plan.
- Assisting MAL in building capacities for project implementation and coordination, monitoring value chain performance and business model development and communicating with value chain stakeholders.
- Ensuring coordination and team working of the PMU staff, local actors and project partners,
- Securing synergies between project components to maximise their impact.

- **Project Implementation**

- Supervising the implementation of the project activities in accordance with the financing agreement, the decision of the National Project Steering Committee and with the recommendations of supervision and review missions.
- Supervising the preparation, negotiation and oversight of memoranda of understanding, agreements and other contracts with project partners and service providers.
- Ensuring and overseeing the implementation of the GESI Strategy and Action Plan.
- Lead the planning of project activities and the preparation of consolidate AWBPs, building on a participatory process involving the Province

	<p>Implementation Units and the Provincial Multi-Stakeholders Platforms.</p> <ul style="list-style-type: none"> ○ Preparing progress and thematic reports, with assistance from the Senior M&E and learning officer ○ Jointly with the FAO Project Adviser identifying areas which require support from external consultants and leading their recruitment. ○ Guiding the efforts of service providers and contractors towards the realisation of planned project outputs and evaluating their performance. ○ Leading the development and operationalisation of the Project Implementation Manual: ○ Liaising with IFAD on project implementation issues, and facilitate and participate in regular supervision of project activities. <ul style="list-style-type: none"> ● Project M & E/KM: <ul style="list-style-type: none"> ○ Overseeing the setting up process and effective operation of the M&E/KM system; ○ Ensuring the solid internal use of the M&E/KM system; ○ Ensuring the timely preparation of progress and financial reports ● Project external relations, including the coordination of activities with other projects pursuing similar objectives within Solomon Islands. ● Project administrative management <ul style="list-style-type: none"> ○ Reviewing and approving pre-selection of project partners, bidding documents job descriptions and terms of reference for PMU staff and external services providers; ○ Coordinating the contract administration of the service providers/specialists hired for implementation and assess their performance on regular basis; ○ Managing and motivating PMU staff; ○ Maintain internal transparency for the most important technical and project management decisions through regular meetings with PMU staff; ○ Securing the submission of a detailed expenditure report on quarterly advance payments; ○ Ensuring timely endorsement of Withdrawal Applications by MAL and submit them to Ministry of Finance and Treasury (MoFT) and IFAD; ○ Coordinating the preparation of Annual Procurement Plans, in coordination with the preparation of AWPB's.
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	<ul style="list-style-type: none"> ○ Executing the approved budgets, and ensuring payments; ○ Ensuring the completion of the procurement process and full compliance with SIG procurement guidelines (PCAM2022) consistent with IFAD procurement guidelines; ○ Ensuring proper use and conservation of project assets, in line with the national legislation financial agreements (PFM Act, FI); ○ Ensuring transparent and efficient financial management of project fund in compliance with the loan conditions and IFAD rules and procedures.
Qualification and Experience	<p>A master in Agricultural and Nutrition economics; Economics; Business Administrations; Agriculture; Public Administration; or related discipline relevant to AIM-N with sound contemporary issues in the rural economy of Solomon Islands and natural resource management.</p> <p>A minimum of five (5) years at a senior level in a relevant public institution, the private sector or an international organization, with proven skills in management and coordination of internationally financed development programmes.</p> <p>Candidate expected to have a creative and pragmatic approach to problem solving and appreciation of the respective roles of the public and private sectors in nutrition, agriculture development and Agribusiness. Computer literacy is requisite and good command of spoken and written English is essential.</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	Permanent Secretary
Evaluation and Monitoring	Project results will be measured against targets in the project logical framework; provide project stakeholders with data and analyses to assess project achievements and improve project performance.
Approval;	The implementing agency, MoFT and IFAD