TERMS OF REFERENCE

Position title: Consultant for the capacity strengthening to the MFV and the Market linkage from the MFV to the wholesalers

Reports to: Livelihood Development and Private Sector Manager, WWF-Cambodia

Supervises: N/A

Location: Senmonorom, Mondulkiri Province

Date: March, 2021

1 Background

Since 2007, WWF Cambodia facilitated to establish two groups of sustainable wild honey collection in Trapeang Khaerm CPA. In 2010, due to the interests of local communities and positive progresses of these value chain approaches, WWF facilitated to establish a social enterprise at provincial level called Mondulkiri Wild Honey Network that focused solely on Mondulkiri wild honey. In 2014, this network expanded its scope of work and focused on Non-timber Forest Products which was having 13 NTFP groups with a total of 552 households. This network has been registered as Mondulkiri Forest Venture (MFV) at the provincial level.

Currently, the volume of wild honey harvested by the six groups of Mondulkiri Wild Bee Conservation Association was between 6-9 tons, and the capacity of the social enterprise-The MFV can sell approximately 1-2 tons per year, about 5-7 tons of the wild honey leftover. Some of the honey collectors were selling the honey to the respective middlemen in the villages with a cheap price, hence losing profits, losing control of the honey quality, and losing control over sustainable harvesting the wild honey.

To fix this gap, the project is looking for a qualify consultant to provide consultancy services focuses on 1) Provide the capacity building on business management to MFV and 2) To connect the honey products from the honey collectors (MFV) to the wholesalers.

2 Major Duties and Responsibilities:

Honey product development
- Meeting MFV to identify their current honey products, existing wholesalers, and their annual production capacity and planning.
- Identify and meet the existing wholesalers of honey products at Mondulkiri and Phnom Penh to understand their honey selling, order plan, and honey product types.
- Develop honey products and link the products to market in Mondulkiri and Phnom Penh Market
linkage from the MFV to the wholesales.

- Conduct meeting between MFV and the potential wholesalers to discuss about production plan (quality, and types of honey products), supply/order plan, and understand the buying agreement conditions.
- Coordinate to have the sign the buying agreement between MFV and the wholesalers.

**Capacity Building to MFV board of directors**

- Develop and provide training to MFV on bookkeeping, the income & expense record, document management and filling.
- Provide training to MFV on business plan development including the presentation of the finding of the honey products development including taxation.
- Reports submission and approval by the supervisor.

3 **Qualifications:**

- Graduate/Undergraduate Degree in development, social or environmental science, or other relevant fields.
- Understanding and at least 5-year experiences in social enterprise development.
- Good understanding and proven experience in Private Sector development.
- Having good experiences and skills in project management and Monitoring and Evaluation.
- Good knowledge of community-based development focusing on agriculture and, or conservation based projects.
- Having good knowledge of ethnic minority, especially the grassroots at Mondulkiri province.
- Experience in facilitation, negotiation, training, capacity building.
- Good command of written and spoken English.

This TOR covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff/consultants.

**How to Apply**

Applications, consisting of a covering letter explaining why you feel you should be considered for this post, a full CV of key experts (Highlighting relevant experience and achievements), a proposed work plan with key deliverables, and budget of the consultancy services.