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Term of Reference Consultancy Assignment

Position title:	Facilitate Group/Cooperative Business Development
Project:	Development of a multi-actor partnership in South-East Asia to promote sustainable agricultural value chains in the rubber sector
Supervised by:	MAP Project Manager
Work location:	Eastern Plains Landscape, Mondulkiri
Duration:	40 days (February-May 2023)

1. Background of the Consultancy Assignment

The project “Development of a multi-actor partnership in South-East Asia to promote sustainable agricultural value chains in the rubber sector” started implementation in Cambodia in July 2019. This project is funded by BMZ through Welthungerhilfe (WHH) and aims to build multi-actor partnerships (1) to promote transparent, fairer and sustainable rubber supply chains, (2) to promote sustainable natural rubber production, and (3) to contribute to improving the living conditions of smallholder farmers, indigenous peoples and workers.

As part of the broader strategy for engagement with the rubber sector in the Eastern Plains Landscape, WWF-Cambodia intends to build the capacity of producer groups and the cooperative to achieve sustainable rubber supply chains. By developing a rubber sector that complies with international sustainability standards and best management practices, producer groups and the cooperative will have improved access to the market, placing them in a better bargaining position on price and therefore generating higher income.

By helping to support income generation for rubber smallholders through technical support and providing access to markets, the hope is that they will be less vulnerable to the volatility of the international rubber market price. As indicated, the traditionally reactive nature of smallholders to the market price can lead to unprecedented land encroachment, including into protected areas. The logic is that reducing smallholder vulnerability will reduce the rate of land encroachment into natural forests.

Through the internal survey of producer groups, cooperatives, and other stakeholders (companies and the public sector), it was found that producers and cooperatives are willing to improve their collective sales and organization group management, including saving and loans.

2. Objective

The overall objective of this consultancy is 1) to conduct rubber collector mapping, and 2) to strengthen cooperatives and producer groups in organizational capacity and business development.

3. Scope of Work / Major Responsibilities

- Conduct rubber collectors mapping and power analysis and organize a meeting to seek the possibility of collaboration and link cooperatives/producer groups with the collectors.
- Support cooperatives and producer groups in organizational strengthening and business operation which includes group saving and loans.

4. Outputs/deliverables of performance and time schedule

To achieve the assignment, the consultant is expected to produce the following deliverables:

No	Activity	Expected Outputs	Date
1	Facilitate cooperative assembly	<ul style="list-style-type: none"> • Closing the cooperative account • Annual cooperative assembly is organised 	26 Feb 23
2	Mapping rubber collectors and power analysis	<ul style="list-style-type: none"> • Mapping and power analysis report • Collector meeting report 	31 Mar 23
3	Organise producer group and cooperatives meetings	<ul style="list-style-type: none"> • All groups and cooperatives have monthly meetings and reports 	30 Apr 23
4	Support cooperatives and producer groups in organizational strengthening and business operation	<ul style="list-style-type: none"> • Adaptation of cooperative operation manual • Cooperative closing account • Monthly income generates from the rubber business 	15 May 23
5	Produce a final report and approved	<ul style="list-style-type: none"> • Approved the final report by WWF 	31 May 23

5. Report Requirement

It requires the submission of a monthly report and a detailed plan. There is no limitation in using the template. However, the consultant can propose any template for discussion to the MAP Project Manager.

6. Required expertise & qualification

A. Formal Training:

Master's or other advanced degrees in Project Management, Business and Administration, or similar careers.

B. Experiences:

- At least 7 years of relevant professional experience with development projects, business management, agri-business, economics and trade are required.
- Having in-depth experience and knowledge related to facilitating and establishing platforms.
- Fully understand the agricultural value chain, especially the rubber value chain.
- At least 5 years of proven experience as an effective manager working within a decentralised, multi-national network (or programme), including management of multi-stakeholder exchange and learning processes;
- Experience with organizational development and developing strategies is a plus;
- Familiarity with local contexts and working with smallholder farmers, governments, aid agencies, the private sector, and NGOs.

C. Skills and Abilities:

- Ability to work in a multicultural environment
- Good Facilitation and coordination with internal and external stakeholders
- Detailed oriented and strategic
- Good at training, mentoring and coaching skills
- Strong communication and people skills
- Excellent written and spoken English
- Understanding the context, culture and enabling environment of each stakeholder
- Ability to work independently as well as within a cross-country team setting

D. Required Skills and Competencies

- Identifies and complies with the core values of the WWF organisation: Courage, Collaboration, Respect and Integrity;
- Adheres to WWF's brand values: Knowledgeable, Optimistic, Determined and Engaging;
- Demonstrates WWF behaviours in ways of working: strive for impact, listen deeply, collaborate openly and innovate fearlessly.

WWF is an equal-opportunity employer committed to a diverse workforce. Women, ethnic minorities and people with disabilities are strongly encouraged to apply and will be considered regardless of the position's requirements.

All expressions of interest should include the following:

- A brief description of the methodology and timeline
- Curriculum Vitae (2-3 pages)
- Proposed total cost (include tax)